



Jeffrey D Huber Compliance Manager/Fire Marshal | compliance@fostoriaohio.gov | 419.435.9775

Mobile Food Unit Permit Application

The following guidelines for completion of the **Mobile Food Unit Permit** will help ensure that all of the necessary documents required by the City of Fostoria are included. This application is for a single vendor and expires on March 31st. A vendor with multiple vehicles will require multiple permits.

Turn the completed application and all supporting documents into the Compliance Manager located on the 1st Floor of the Municipal Building, 213 S. Main St. Fostoria, Ohio 44830. Questions about this form or the submission process may be directed to (419) 435-9775.

Applications must be submitted in person.

COMPLETE & SUBMIT THE FOLLOWING:

- Mobile Food Vendor Permit Application.
- A Current written certification that the Mobile Food Vehicle has passed all necessary inspections required by the City of Fostoria Division of Fire.
- Permit Fee. A \$100.00 non-refundable check for each applicant/vendor payable to "City of Fostoria" upon date of application.
- A current copy of applicants State of Ohio Vendors License.
- Current copy of Liability Insurance listing the City of Fostoria as an Additional Insured and a minimum of \$1,000,000 commercial general liability coverage.
- A current, written certification that the Mobile Food Vehicle Operator and the Mobile Food Vehicle have passed all necessary inspections and are in full compliance with the Ohio Department of Health. Copy of current Food Service Operation License is required.
- Written plan for power and water if not specified on applicants State of OH Mobile Food Vendor License
- Read and comply with all fire safety regulations for Mobile Food Unit listed at [www.com.ohio.gov/fire/ TechnicalBulletins.aspx](http://www.com.ohio.gov/fire/TechnicalBulletins.aspx)



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APPLICANT INFORMATION:

Name of Applicant: _____
Phone Number: _____
Home Address (street, city, state, zip) _____

NAME OF AGENT: *(Please complete if the individual on-site in Fostoria will be different than applicant.)*

Name of Agent(s): _____
Phone Number(s): _____

COMPANY INFORMATION:

Company Name: _____
Company Phone Number: _____
Address of Company _____
Email Address: _____

MOTOR VEHICLE USED TO TRANSPORT GOODS

Make of Vehicle: _____
License Number: _____
VIN Number _____

FEES Permit Fee: \$100.00 non-refundable per application payable to "City of Fostoria" upon completion of application.

Receipt: _____ Total Paid: _____ Date Issued: _____



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REQUIRED DOCUMENTS

- Completed Mobile Food Unit Permit Application
- Copy of current/valid State of Ohio Vendor License
- Proof of current liability insurance of at least \$1,000,000
- Plan for power and water (*if not specified on OH license*)
- Paid License Fee

I hereby agree that if a permit is issued to me that I will comply fully and appropriately with the provisions of the Fostoria Codified Ordinances Chapter 745 and all other applicable ordinances. Upon approval I will display the permit in the vehicle registered with the City of Fostoria.

Approved permits expire on March 31st

As of _____ (date) I have read and am in compliance with all fire safety regulations posted for Food Trucks listed at www.com.ohio.gov/fire/TechnicalBulletins.aspx.

Printed Name of Applicant: _____

Signature of Applicant: _____

Date: _____

This section to be completed by Fostoria City Staff

AUTHORIZATION OF COMPLIANCE MANAGER

Upon review of this application and confirmation of the foregoing statements, I hereby approve or deny the applicant as a MOBILE FOOD VENDOR - PEDDLER - SOLICITOR - ITINERANT MERCHANT to conduct business in the City of Fostoria in accordance with all the requirements of the City of Fostoria Codified Ordinances. I hereby authorize the issuance of the required permit from this office.

Compliance Manager

Permit Expires March 31, _____

Date permit was picked up _____

Office Staff who completed issuance _____