

# SIoux FALLS MOBILE FOOD VENDOR APPLICANT CHECKLIST

Listed below is a checklist of the documentation needed to process your Mobile Food Vendor Permit Application.

## SUBMIT TO POLICE RECORDS

- Completed Mobile Food Vendor Permit Application** *Ordinance 117.122, 117.126 & 117.128*
  - All Questions Answered
- Application Fee of \$75** *Ordinance 117.123*
  - Cash or Check
- Photocopy of Government Issued Identification** *Ordinance 117.128(g)*
- Liability Insurance Certificate** *Ordinance 117.140(b)*
  - Minimum liability limit of at least \$1,000,000 per occurrence.
  - Please note that you are responsible for providing Police Records a renewed certificate should it expire *prior to December 31<sup>st</sup>, 2018* to ensure there is no interruption in your permit.
- Verification of Commercial License Plates** *Ordinance 117.139(g)*
  - Vehicle Registration Card
- Third Party Fire Inspection or Propane Fill Receipt** *Ordinance 117.137*
  - Contact for Fire Inspections: Sioux Falls Fire Rescue 605-367-8093

### **Health Department Inspection and Approval**

A Health Department inspection and approval is required prior to issuance of a Mobile Food Vendor Permit; however, does not need to be turned in with your application. The Health Department may be contacted at 605-367-8760.

- If you plan on vending in the downtown area, please contact Community Development at 605-367-8179 for additional guidelines.
- If you plan on vending in a City park, please contact Parks and Recreation at 605-367-8222 for information on their permitting process.

\*To review a map identifying allowable vending locations, please visit the following website and input the address:

<http://cityofsfgis.maps.arcgis.com/apps/webappviewer/index.html?id=1f63b0951ac04c208ac1c9c89ed7edd7>