



MOBILE FOOD VENDING APPLICATION

In addition to a business license, an approved mobile food vending application is required for each site on which you wish to operate. Any mobile food vending taking place at Town-sponsored special events or within public parks is subject to review and permitting by the Parks and Recreation Department and does not require completion of this form.

Contact	✦ BUSINESS NAME	✦ APPLICANT NAME
	✦ LOCATION OF MOBILE FOOD VENDING OPERATION	
	✦ MAILING ADDRESS	✦ CITY ✦ STATE ✦ ZIP
	✦ BUSINESS PHONE	✦ BUSINESS E-MAIL

Mobile Food Vending Registration	✦ Briefly describe the mobile food vending operation you will be conducting:	
	✦ Have you received all necessary permits and/or licenses from the county health department and State for your mobile food vending operation and attached copies to this application?	Yes No
	✦ Are you the owner of the property on which you wish to operate or has the property owner completed the <i>Landlord Statement</i> on page two of this application?	Yes No
	✦ Will your operation be located a minimum of 200 feet away from the entrance to all restaurants? If no, you cannot operate during the restaurant(s) hours of operation unless the restaurant owner grants permission to do so and completes the <i>Restaurant Statement</i> on page two of this application.	Yes No
	✦ Has the property on which you wish to locate received site plan approval and is it in compliance with the approved site plan? (If you are unsure, contact the Planning Department at (970) 674-2400. Mobile food vending is only allowed on improved sites, not vacant lots.)	Yes No
	✦ Will the hours of operation be limited to within the hours of 6:00 a.m. – 2:00 a.m.?	Yes No
	✦ Will litter be picked up and refuse containers provided for customers?	Yes No
	✦ Will operations be limited to private property (with no operation, storage, or parking on public streets or sidewalks)?	Yes No
	✦ Will operations be set up in a manner to ensure vehicular or pedestrian traffic, parking lot use or circulation, or access to any public right-of-way is not impeded?	Yes No
	✦ Will all mobile food vending equipment (including trailers, carts, etc.), signage, chairs and any other related items be removed daily from the site? If no, describe how all equipment will be stored in an inconspicuous location when not in operation:	Yes No
	✦ Will all signage be in conformance with the Windsor municipal code and additionally be mounted flush to the mobile food establishment (except for one temporary sign which is allowed for daily specials which may be utilized in accordance with the Municipal Code)?	Yes No
	✦ Have you included a plot plan to indicate the location of the mobile food vending operation on the property?	Yes No
	✦ Have you included with this application a picture of the mobile food vending vehicle/operation?	Yes No
	IF YOU ANSWERED "YES" TO ALL OF THE ABOVE QUESTIONS THEN YOU QUALIFY FOR A MOBILE FOOD VENDING REGISTRATION. IF YOU ANSWERED "NO" TO ANY QUESTIONS, FURTHER REVIEW WILL BE REQUIRED	
If granted, I/We the undersigned, agree to comply with the Town of Windsor Municipal Code Section 16-10-110 and any other stipulations as determined by the Planning Department. I/We hereby depose and state under penalties of perjury that all statements submitted within this application are true and correct to the best of my knowledge.		
✦ APPLICANT'S SIGNATURE	✦ DATE	



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If the mobile food vending operation will be located on property not owned by the applicant, the following landlord statement must be completed.

Landlord Statement	✦ PROPERTY ADDRESS	
	✦ BUSINESS NAME	
	<p>I declare, under penalty of perjury in the second degree, that this application has been examined by me and I am the owner of record at the physical address of this application. I have read the application and am aware of the nature of business being conducted on my property. I give permission for this applicant, to conduct this business on my property within all the laws, regulations, and requirements of the Town of Windsor.</p>	
	✦ SIGNATURE / PROPERTY OWNER OF RECORD	✦ DATE
	✦ PRINTED NAME / PROPERTY OWNER OF RECORD	✦ PHONE NUMBER

If the mobile food vending operation intends to locate within 200 feet of the entrance of any restaurant and will have any overlapping hours of operation with the restaurant, the restaurant owner must first grant permission to do so.

Restaurant Statement	<p>I declare, under penalty of perjury in the second degree, that this application has been examined by me and I am the owner of record of the restaurant named _____ located at the address of _____. I have read the application and am aware that mobile food vending within 200 feet of a restaurant entrance is prohibited during overlapping operating hours unless permission is granted by the restaurant. I hereby give permission for this applicant to conduct mobile food vending within 200 feet of the front door of my restaurant.</p>	
	✦ SIGNATURE / ADJACENT RESTAURANT OWNER OF RECORD	✦ DATE
	✦ PRINTED NAME / ADJACENT RESTAURANT OWNER OF RECORD	✦ PHONE NUMBER