



63443 Highway 25 North
Smithville, MS 38870

Phone: 662-651-4411
Fax: 662-651-5226

Mobile Food Vendor Application

Name of Applicant: _____

Applicant's Address: _____

City, State, Zip Code: _____

Telephone Number: Home: _____ Cell: _____

Email Address: _____

Name of Business: _____

Proposed Food Truck Locations:

Site Address	Name of Property Owner	Contact info. for Prop. Owner
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Days of Operation: _____ Hours of Operations: _____

Documentation from Property owner indicating permission to locate on private or non-city property must be attached to this application.

A site diagram may be required to identify the proposed location of the food truck in relation to other buildings, parking spaces, and site circulation.

1. Vendors locating on private property shall have written permission on file with a permit showing permission from the owner of the property where located, and permission shall include access to public restrooms and parking for customers.
2. Upon application, the Town Clerk and/or Mayor shall review the proposed location and determine appropriateness based on details of the proposed use, proximity to other businesses, resulting impact on vehicular and pedestrian traffic, proposed hours of operation, and other factors as

deemed appropriate. If located on public right-of-way, a vendor may be required to move with a minimum 1-hour notice, when in the best interest of the public, as determined by Police Department, Fire Department, or Code Enforcement Department.

3. When not in use, vending units may be stored on-site, if on private property and secure. If operated on public property, the unit must be removed when not in use. The location of the vending unit storage must be clearly identified on application for permit/license.
4. Vending units must not be locked or attached to trees, garbage receptacles, or street furniture.
5. Vending units may not locate in any area that blocks view of traffic or traffic signals or signs, and may not locate within ten (10) feet of any fire hydrant.
6. Vendors are responsible for collection, removal, and disposal of all waste associated with their operation.
7. Sales may include food, beverage, and branding materials associated with the unit such as T-shirts or decals.
8. Other applicable codes and requirements of the State of Mississippi and the Town of Smithville may be required.

Checklist for no new construction/review

Complete Application (please indicate n/a, if not applicable rather than leaving empty boxes on the application)

Application fees (\$75.00)

Copy of State of Mississippi Health Department Inspection

State of Mississippi Tax ID information

Federal Tax ID Information

Proposed Menu

Location of operation

Photos of interior and exterior of unit

By signing below, I certify that I have read and will conform to the requirements indicated above.

Applicant: _____ Date: _____

Approved by: _____ Date: _____

Additional Comments/Restrictions: _____

MOBILE FOOD SERVICE UNIT PROPERTY USE AGREEMENT

The property owner agrees to allow the Mobile Food Service Unit listed below to use his/her property (indicated below) as a Food Vending Location during the times specified below.

PROPERTY OWNER INFORMATION:

Owner Name: _____ Phone (____) _____

Street Address of Owner: _____

City: _____ Zip Code: _____

E-Mail Address: _____ Signature: _____

Date: _____

MOBILE FOOD SERVICE UNIT INFORMATION:

Name of Mobile Food Service Unit: _____ Permit #: _

Name of Mobile Food Service Unit Owner: _____ Phone (____) _____

Times of Operation: _____

Base of Operation Address: _____ Phone (____) _____

City: _____ Zip Code: _____

Property/Food Vending Location Address: _____

City: _____ Zip Code: _____

E-Mail Address: _____ Signature: _____

Date: _____

NOTE: As a Mobile Food Service Unit permit holder, I understand and agree that if I make any changes to my Food Vending Location, I must notify the Town of Smithville within seven (7) calendar days. I further understand that failure to notify the Town of any changes may result in the suspension or revocation of my permit to operate as a Mobile Food Service Unit.