

## Village of Northport Mobile Food Vender Application

### Contact Information

Business Name: \_\_\_\_\_

Name of Mobile Vender (if different): \_\_\_\_\_

Address: \_\_\_\_\_

Business Contact Person: \_\_\_\_\_

Mobile Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Business License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

### Vending Unit Information

Make of Vending Unit: \_\_\_\_\_ Model: \_\_\_\_\_

VIN (or serial number): \_\_\_\_\_ Year: \_\_\_\_\_

Cooking method used (check all that apply)

Fryer      Grill      Griddle      Broiler      Other(list): \_\_\_\_\_

Type of cooking fuel used: \_\_\_\_\_ Location used on unit: \_\_\_\_\_

How much fuel will be kept in unit at max capacity? \_\_\_\_\_

Is there a cooking hood? \_\_\_\_\_ Is there a suppression system? \_\_\_\_\_

Method and location for disposal of grey/black water: \_\_\_\_\_

Method and location for disposal of grease/cooking oil: \_\_\_\_\_

**Important:** UNITS MUST BE FULLY SELF-CONTAINED AND CANNOT RELY UPON ONSITE WATER AND/OR ELECTRICITY

## Mobile Food Vender Application

### Required Documents

Please attach copies of the following to this application:

- Special Transitory Food Unit Permit issued by the Benzie/Leelanau Health Department.
- Certificate of Insurance for not less than \$1 million per occurrence with the Village of Northport named as an additional insured.
- Michigan State Tax License.
- Photograph and brief description of the food vendor unit.
- Payment of \$155 annual fee for vending on Village property.
- Proof of Fire inspection completed by the Leelanau Township Fire Chief.

All vendors must comply with the Village of Northport Vendor, Peddler and Solicitor Ordinance#100 requiring the following:

- (A) May only operate during hours established by Village of Northport Council resolution.
- (B) May only operate on property identified under The Village of Northport Council resolution.
- (C) Provide appropriate waste receptacles at the site of the unit and remove all litter, debris and other waste attributable to the vendor on a daily basis.
- (D) While operating on village-owned or controlled property, shall not provide or allow any dining area within ten feet of mobile food vending unit, including but not limited to tables and chairs, booths, stools, benches, and stand-up counters.
- (E) May have one portable sign that is six square feet, with no dimension greater than three feet and no height (with legs) greater than four feet, located within five feet of the unit; and under no circumstances shall such sign be placed upon the sidewalk or impede pedestrian and/or vehicle safety.
- (F) Shall comply with all applicable federal, state and county regulations.
- (G) A mobile food vending unit may not be left unattended.
- (H) A mobile food vending unit on Village-owned or controlled property shall be removed during the hours stipulated under The Village of Northport Council resolution.

The undersigned is a legal representative of the business first name in the application and agrees to abide by all rules, conditions, and requirements of the State of Michigan, the Village of Northport and the Benzie/Leelanau Health Department. The undersigned and his/her heirs and assigns agrees that any failure to abide by rules set forth by the Village of Northport in this document and any future document issued under this ordinance may be grounds for termination of this license and the ability to provide vending on property owned by the Village of Northport.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

*Upon full completion of this document and payment of all fees, the vendor will be permitted to schedule dates on the Village of Northport Food Truck Schedule. Scheduling is based solely on a "first come first serve" basis in the order of filing this document. Vendors must register dates on the schedule prior to operation. Any trade among vendors must be made in writing to the Village.*

FOR OFFICE USE ONLY

Application Complete: Yes No      Approved: Yes No      Initials: \_\_\_\_\_ Date: \_\_\_\_\_