



Village of Northport Mobile Food Vendor Application

Contact Information

Business Name: _____

Name of Mobile Vendor (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

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 and or a Fire Official of vendors jurisdiction.

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

- (A) May only operate during hours until 10 pm except holidays.
- (B) May only operate on locations identified:(Village of Northport Office parking lot, Marina Park, and Northport Creek Golf Course).
- (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)The Village of Northport strongly encourages eco- friendly, compostable food delivery packaging to be used when possible.
- (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 without prior approval.

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 Name

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 Mobile Food Vendor 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: _____