CITY OF GLENWOOD, IOWA

APPLICATION FOR MOBILE FOOD VENDORS

Date of Application:_____ Application Fee: $25.00

1. Business Information

Name:_____ Age:_____
Social Security Number:_____
Permanent Address:_____
City_____ State_____Zip Code_____

Business Name: _____
Business Address:_____
City_____ State_____Zip Code_____
Business Phone Number _____
Email address: _____

2. Mobile Food Unit

Make: _____ Model: _____Year: _____

Overall Size, Length: _____Width: _____Plate: _____

Description the kitchen facilities, cooking facilities, preparation area, safety features, (suppression system, etc.) of the mobile food unit:

_____

_____

_____

_____

***Photographs of the mobile food unit from the front, interior, side and back must be submitted with the application.**

Expressed written consent of the property owner to use the business property on which you propose to operate is required. The written consent must be kept in the unit at all times that the unit is on the property.

3. Attach vehicle registration
4. Attach proof of insurance

5. State IA Inspection Information

Iowa Department of Inspection and Appeals Inspection Certificate #_____
*Copy of certificate must be attached to this application

_____ Class 1 – non-refrigerated vending units that serve only intact, non-potentially hazardous commercially prepackaged food and beverages

_____ Class II – refrigerated or hot vending units that serve potentially and non- potentially hazardous commercially prepackaged foods from an approved source. No cooking is allowed as part of a Class II unit.

_____ Class III – units that serve potentially and non-potentially hazardous packaged food and unpackaged foods with limited assembly. These units are limited to pre-cooked foods from an approved source that may be reheated on the unit

_____ Class IV – units that serve potentially and non-potentially hazardous foods that are prepared, cooked, cooled or reheated and assembled on the unit

6. Fire Inspection – Applicable to Class III and Class IV state license units only

All mobile food units that have cooking facilities or use products with grease laden vapors, (Class III and Class IV state licenses) shall be inspected by the Fire Department prior to initiation of business operations within the city. Inspections are required annually and prior to issuance of a mobile food vending license. It shall be the obligation of the mobile food vendor to schedule the inspection with the fire department. Class I and II state license classifications are not required to meet this inspection requirement.

To schedule your inspection, please call 712-527-4717.
*Bring this application with you to your inspection

Date of Inspection: _____

Inspection Performed by: _____

_____
Signature of Fire Chief

8. Has applicant been listed on any sex offender registry within the last five (5) years? _____

9. Fee due upon submission of application. Fee Table to calculate your application fee:

For up to six months	$200.00	
For over six months to one year	$300.00	
Total		

I hereby certify the above statements are true and correct, to the best of my knowledge, and that false statement(s) may be grounds for denial of this application or any resulting permit. It is understood that the activities related to mobile food vending shall comply with all applicable City ordinances, including but not limited to the City of Indianola Code Section 122A. "Mobile Food Vendors".

_____

Print Name Signature Date

_____

Please see attached ordinance regarding licensing, fees, inspections, standards & regulations.

For Clerk's Use Only:
Date:_____Fee: _____Receipt # _____