



ENFORCEMENT DEPARTMENT

111 Mill St., Sherman, NY 14781

716-640-3195

Application for Mobile Food Vendors

NOTE: AN INCOMPLETE APPLICATION MAY DELAY THE TIMELY ISSUANCE OF YOUR PERMIT;
PLEASE ENTER N/A IF A SECTION IS NOT APPLICABLE.

**APPLICANT MUST SCHEDULE AN APPOINTMENT TO BRING MOBILE FOOD VENDOR TO
BE INSPECTED BY THE ENFORCEMENT OFFICER BEFORE PERMIT WILL BE ISSUED.**

PART 1: GENERAL INFORMATION

1. Location/Area intended use: _____
Tax Map # _____

2. Owner Identification:
Name: _____
Company: _____
Address: _____
Phone #: _____

3. Operators/Drivers License #:

VEHICLE

State & License Number: _____
Inspection Date: _____
Inspecting State: _____

LIST OF ALL NECESSARY LICENSES, PERMITS, OR CERTIFICATES
A COPY OF EACH SHALL BE PROVIDED.

State of New York: _____

County of Chautauqua: _____

Subsidiary Enforcement Agencies: _____

Insurance Liability: _____

Proof of Liability Insurance Required!

OFFICE USE ONLY

DATE RECEIVED: ____/____/____

RECEIVED BY: _____

APPROVED: _____ DENIED: _____

SPECIAL APPROVAL NEEDED BY:

MUNICIPAL BOARD _____ ZONING BOARD _____

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IMPORTANT NOTICES: *READ BEFORE SIGNING*

FAILURE TO SIGN WILL RESULT IN AUTOMATIC DENIAL.

Excerpt from Local Law 4-2022, Section 641 Mobile Food Vendors B. Conditions

- iv. Insurance requirements:
 - a) The vendor shall furnish a certificate of insurance evidencing that the vendor possesses and maintains such public liability, food products liability, and damage to property or bodily injury, including death, which may arise from the operations under the permit or in connection therewith. Such insurance shall provide coverage of not less than \$1,000,000 per occurrence. The policy shall further provide that it may not be cancelled except upon 30 days' written notice served upon the Village of Sherman. A permit issued pursuant to the provisions of this section shall be invalid at any time the insurance required herein is not maintained and evidence of continuing coverage is not filed with the Village of Sherman.
 - b) In addition to the above-required certificate of insurance, the Village of Sherman shall request that the vendor also endorse, maintain and include the Village of Sherman as an additional named insured on its underlying business commercial general liability policy.
- b. Enforcement Officer of Code or Zoning or Building Inspector shall perform a code inspection by conducting a fire safety inspection of the mobile food vehicle as part of the process of issuing or renewing a mobile food vendor permit.
- c. Conditions of the mobile food vendor permit include:
 - i. a mobile food vendor permit shall expire on January 1st of each year.
 - ii. a permit shall not be transferable; and
 - iii. each permit is valid only for the vehicle for which it was issued.
- d. Conditions of operations within the Village include:
 - i. The owner/operator of any mobile food vehicle permitted by the Village of Sherman shall comply with all provisions of federal, state, and local laws and ordinances.
 - ii. The owner/operator of any mobile food vehicle permitted by the Village of Sherman shall comply with all notices, orders, decisions, and rules and regulations made by the Code Enforcement Office, the Chautauqua County Sheriff's Office, the Chautauqua County Health Department, or any other Village of Sherman department and/or agency.

- iii. If operating on private property, the vendor must obtain and display in or on the vehicle evidence of permission granted by the owner of the property in writing, specifying the days, times and specific location(s) for which permission has been granted.
- iv. Vending operation takes place in a designated parking lot / park space / Village property at the furthest point from the nearest property line, with sufficient space to accommodate the operation and not reduce any required parking for the permanent tenant(s) at that location.
- v. Mobile food vehicles with a valid mobile food vending permit may be operated by the vendor during hours as approved by the property owner that are within the hours of operation permitted within the Village.
- vi. Mobile Food Vendors may not operate mobile food vehicles: a) Before 9:00 a.m.; or b) After 9:00 p.m., Sunday through Thursday; or c) After 10:00 p.m. on Friday and Saturday for events open to the public or after midnight for private events.
- vii. All signage must be permanently affixed to the mobile food vehicle except each vehicle may use one sandwich board sign no larger than six square feet per side.
- viii. Mobile Food Vendors must display signage indicating contact information for appeals/complaints, as well as proof of the annual agreement on the mobile food vehicle.
- ix. All mobile food vehicles must be equipped with trash receptacles of a sufficient capacity and shall be changed as necessary to prevent overflow or the creation of litter or debris.
- x. No products containing alcohol or cannabis may be sold or dispensed from mobile food vehicles.
- xi. All generators and equipment in operation on or in connection with the mobile food vehicle cannot exceed sixty (60) decibels.

I _____, the above – named applicant, hereby attest that I have read this form and understand conditions of operations within the Village of Sherman and affirm under the penalty of perjury that all statements made by me on this application are true.

Signature: _____ Date: _____