

Village of Merrill

148 W. Saginaw Street
PO Box 485
Merrill, MI 48637-0485

Phone: (989) 643-5660
Fax: (989) 643-5445

Food Truck Permit Application (Single Event)

All sections must be completed. Incomplete applications will not be processed.

Submission Checklist (Attach to Application)

- ☐ Copy of Driver's License or State-Issued ID
- ☐ Vehicle Registration
- ☐ County Health Department Food License / Certificate
- ☐ Application Fee (\$100.00) *No fee for private events*
- ☐ Proof of Insurance

Applicant must provide proof of current insurance meeting the minimum requirements below:

- General Commercial Liability Insurance: Minimum \$1,000,000 per occurrence
- Commercial Automobile Liability Insurance: Minimum \$1,000,000 combined single limit
- The Village of Merrill must be listed as Certificate Holder and Additional Insured

Insurance certificates must remain valid for the entire duration of the permitted event.

SECTION 1 – Applicant & Business Information

Applicant Full Name: _____

Business Name (must match State of Michigan filing): _____

Business Address: _____

City, State, ZIP: _____

Business Phone: _____

Email Address: _____

SECTION 2 – Food Truck Operation Details

Type of Food to Be Sold: _____

Location Where Food Truck Will Be Parked: _____

Dates of Operation (MM/DD/YYYY – MM/DD/YYYY) _____

Hours of Operation: _____

Type of Permit: Single Event _____

MDARD Food License Information (Required)

License Type (check one): ☐ Mobile Food Establishment ☐ Special Transitory Food Unit (STFU) ☐ Temporary Food Establishment

Issuing Health Department: _____

MDARD / Health Department License Number: _____

License Expiration Date: ____ / ____ / ____

SECTION 3 – Vehicle Information

License Plate Number: _____

Describe Vehicle Used (make, model, year): _____

(If more than one vehicle is used, attach an additional sheet.)

SECTION 4 – Compliance & Legal History

Has any driver's license of the applicant or agent been revoked or suspended within the past year? ☐ Yes ☐ No

If yes, explain:

Has the applicant ever had a Michigan vendor license revoked, suspended, or denied?
☐ Yes ☐ No

If yes, explain:

Has the applicant ever been convicted of a felony? ☐ Yes ☐ No

If yes, list charges, date, and location:

SECTION 5 – Owners and Officers (All Must Complete)

Name: _____

Home Address: _____

City: _____ State: _____ ZIP Code: _____

Date of Birth: _____

Position/Title: _____

Phone Number: _____

Driver's License Number: _____

Additional owners/officers may be listed on an attached sheet.

SECTION 6 – Applicant Certification & Agreement

I certify that all information contained in this application is true and correct. I agree to comply with all applicable state and local laws and understand that submission of this application does not authorize operation prior to permit approval.

I agree to defend, indemnify, and hold harmless the Village of Merrill, its officials, officers, employees, and agents from any liability arising from the operation of the mobile food unit.

SECTION 7 – Signature

Applicant Signature: _____ Date: ____ / ____ / ____

FOR VILLAGE OFFICE USE ONLY

Date Received: _____

Permit Number: _____

Approved ☐ Denied ☐ _____

Date Issued: _____

Expiration Date: _____

Comments / Additional Conditions:

