



Community Development Department

5047 Union Street
Union City, GA 30291
Phone: 770-515-7950
Email: Development@unioncityga.org

Food Truck Permit Application

Please complete the following form and submit all required items. All fees must be paid and all required/requested items must be received before Food Truck Permit will be issued.

Food Truck Permit Application Checklist

- ☐ Applicant's name and current address.
- ☐ Letter of permission from property owner
- ☐ Annual occupational tax certificate from the City of Union City Tax and Licensing Administrator.
The food truck shall renew any occupational tax certificate in accordance with Chapter 9 of the City's Code of Ordinance.
- ☐ A dimensional drawing that clearly shows the footprint of the food truck and all required operating area, including but not limited to location and area required for any proposed signage, tables, chairs, or litter receptacle.
- ☐ Letter of Intent detailing the times/dates during which the vending operations are proposed to occur as well as general description of the items permissible for sale which are proposed to be sold or offered for sale.
- ☐ Georgia Department of Revenue retail identification tax number
- ☐ A copy of a state-issued driver's license.
- ☐ Proof of current auto and general liability insurance.
- ☐ Make, model and license plate number of the food truck.
- ☐ A copy of the approved permit from the Fulton County Health Department.
- ☐ An agreement to hold the city, its officers, elected officials, and employees harmless and indemnify them for any loss, liability, damage and costs and expenses arising from operations.
- ☐ Two copies of a drawing, no larger in size than 11" x 17", with dimensions (distances in feet) of the Food Truck's location from the site's property lines and other minimum distance requirements as specified by this Article shall be submitted to the Department of Community Development for approval. Said drawing shall also depict north arrow, parking area, table/chair/canopy areas as applicable, curb-cuts, and traffic pattern,



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Mobile Food Truck Information

Name of Mobile Food Truck _____

Type of Mobile Food Truck

- ☐ Trailer
- ☐ Van
- ☐ Truck
- ☐ Pushcart
- ☐ Other Vehicle

Vehicle Make: _____

Vehicle Model: _____

Vehicle License Plate #: _____

Mobile Food Truck Owner Information

Business Name

Owner

Phone #

Business Address

City State Zip

Occupation Tax Number City/ County Issuing

Start Date: _____

Start Time: _____

End Date: _____

End Time: _____

**Please provide a copy of a valid business license for the restaurant/kitchen/commissary that this mobile food truck will be based from if not located in the City of Union City*

Operator Name (Person In Charge of Operating Food Truck)

Operator Phone #

Phone #

Address

City State Zip

Driver's License #

I swear that I am the owner of property which is the subject matter of the attached application, as it is shown in the records of Fulton County, Georgia.

Signature of Owner(s) or Agent(s):

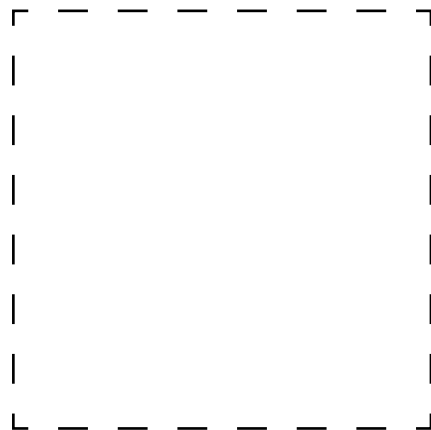
Personally appeared before me

Date:

Who swears the information contained in this authorization is true and correct to the best of their knowledge and belief.

Sworn to and subscribed before me
this _____ day of _____, 20 _____

Notary Public



(OFFICE USE) _____ Approved _____ Denied \$ _____ Cost _____ Paid

Department Approval: _____

Reason For Denial (if applicable): _____