

Village of Fredonia License Application

9-11 Church St. Fredonia, New York 14063 Second Floor

Phone (716)-679-2313 Fax (716)-679-2315

MOBILE FOOD VEHICLE INSTRUCTIONS

REQUIREMENTS

MOBILE FOOD VEHICLE ("MFV")

A commercially manufactured, self-contained, motorized mobile food unit in which ready-to-eat food is cooked, wrapped, packaged and sold, including tow behind trailers of any size.

1. **Motor Vehicle Registration** from NYS Motor Vehicle Department.
2. **Valid Motor Driver's License** of each vehicle operator from NYS Motor Vehicle Department.
3. **Criminal background check** of the applicant, each corporate officer and all employees.
4. **Chautauqua County Health Permit.**
5. **Insurances:** Coverage of not less than one million dollars (\$1,000,000/2,000,000) per occurrence. All insurance coverage must contain proof of a thirty (30) day cancellation clause with the certificate holder as Village of Fredonia 9-11 Church Street. Fredonia, New York 14063.
 - a) Public Liability
 - b) Food products liability
 - c) Property Insurance
 - d) Worker's Compensation Insurance or Exemption Certificate when there are no employees.
6. **Provide a Photo of food truck**
7. **FEE \$150.00/Restaurant owner within the Village shall be exempt from the filing fee**
After your application is accepted, Code Enforcement Officer will do a fire inspection on the MFV and the Chief of Police for the background check. After approval a Certificate of Compliance will be issued.

RESTRICTIONS

MFV shall only be allowed to operate in the C-1, C-2, M-1 and Open Space zoning districts and must operate at least 100' feet from an open licensed food establishment.

Must abide by parking/traffic laws.

Must carry on vehicle a measuring wheel and trash receptacles.

Any event catering on private property must have sign on truck stating private party **NO SALES.** However, shall comply with all applicable New York State and Chautauqua County laws.

Certificate of Compliances are good from April 1, to March 31.

Not valid to operate a mobile food truck on private property (must obtain a Stationary Peddler's License)

A 10' area around the MFV for operations on village owned property shall be maintained.

Food trucks shall not setup before 5 A.M. and removed at the end of business for that day, unless part of an event.

VILLAGE OF FREDONIA- MOBILE FOOD VEHICLE APPLICATION
9-11 Church St. Fredonia, New York 14063 (second Floor)
Phone (16) 679-2313 Fax (716) 679-2315
Food Truck License Expire on March 31.

Type of Entity: ☐ Sole Proprietor ☐ Corporation ☐ Partnership ☐ Limited Liability Company

Corporation Name _____ Business Phone _____

Business Name (dba) _____ Business Fax _____

Business Address (no PO Box) _____

Mailing Address (if different) _____

NYS Tax ID # _____ Business Website _____ E Mail _____

Information for applicant and each corporate officer

Applicant (last, first) _____ Home Phone _____

Home Address: (P O Box not acceptable) _____

Corporate Officer (last, first) _____ Home Phone _____

Home Address (PO BOX not acceptable) _____

Include the following documentation:

1. **Motor Vehicle Registration from NYS DMV**
2. **Valid Motor Driver's License of each vehicle operator from NYS DMV**
3. **Criminal background check of the applicant, each corporate officer and all employees**
4. **Chautauqua County Health Permit**
5. **Insurance: a) Public Liability b) Food Products Liability c) Property Insurance**
Coverage of not less than \$1,000,000/2,000,000 per occurrence. Insurance coverage must contain proof of a thirty (30) day cancellation clause with the certificate holder as Village of Fredonia, 9-11 Church St. Fredonia New York 14063.
6. **Workers Compensation Insurance** or, if no employees, an Exemption Certificate at www.wcb.state.ny.us
7. **FEE \$ 500/ Restaurant owners within the Village shall be exempt from MFV fee**
150

I AM AWARE OF THE FOLLOWING RESTRICTIONS:

MFV shall only be allowed to operate in the C-1, C-2, M-1 and Open Space zoning districts. Abide by the parking/traffic laws: must operate from streets and public property and at least 100 feet from an open licensed food establishment; must have a measuring wheel located on the truck; vehicle must be equipped with trash receptacles; permanently and prominently affix to the vehicle the issued certificate of compliance.

Please fill out information on reverse side
PLEASE LIST ALL EMPLOYEES FOR BACKGROUND CHECK

Name: _____
Last First Middle Initial DOB

Address: _____

Phone Number: _____

Name: _____
Last First Middle Initial DOB

Address: _____

Phone Number: _____

Name: _____
Last First Middle Initial DOB

Address: _____

Phone Number: _____

As an authorized agent of the entity identified above, I certify the information on this form is true
Correct and current to the best of my knowledge and belief.

Name and Signature of applicant and each Corporate Officer

Sworn to before me this _____ day of
20____

Notary Public, State of New York