



MOBILE FOOD VENDOR PERMIT APPLICATION

CITY OF CLAREMONT
DEPARTMENT OF COMMUNITY DEVELOPMENT
207 HARVARD AVENUE, P.O. BOX 880
CLAREMONT, CA 91711-0880
(909) 399-5470

APPLICANT INFORMATION

Applicant's Name _____ Phone (____) _____

Applicant's Address _____ Email _____

VENDOR INFORMATION

Business Owner (if different from applicant) _____ Phone (____) _____

Business Owner's Address _____ Email _____

Brief description of the type, nature, character, and quality of food products to be sold:

Description of vending vehicle _____

Registration Number _____ License Number _____

Vending Location, including streets used (Attach map) _____

SUPPLEMENTAL INFORMATION CHECKLIST

In addition to supplying the above information, the applicant must submit a copy of the following:

- Proof of Identity Proof of Insurance Coverage* Business Tax Certificate
(*\$1 million General Liability, \$1 million Automobile Liability)
- Site Plan Valid Los Angeles County Department of Health Permit

I acknowledge the filing of this application and certify that all of the above information is true and accurate. Further, I have familiarized myself with the relevant provisions of the Claremont Municipal Code and am in compliance with all local, State and Federal laws regarding food product vending.

Applicant Signature

Date

FOR CITY USE ONLY

Date approved _____

Fee _____

Permit Issued by _____

CITY OF CLAREMONT FOOD TRUCK REGULATIONS
CLAREMONT MUNICIPAL CODE

8.04.030 Mobile food vendor permit.

- A. No mobile food vendor may vend in the City without first obtaining and having in his or her possession a mobile food vendor permit issued by the Community Development Director in accordance with this chapter.
- B. To receive a mobile food vendor permit, a mobile food vendor must complete a permit application on the form approved by the City and file it with the City. The applicant must provide the following information:
 - 1. Applicant's full name and address.
 - 2. Proof of applicant's identity.
 - 3. Proof of insurance coverage satisfactory to the City (*\$1 million General Liability, \$1 million Automobile Liability*).
 - 4. A brief description of the type of food products to be sold. This shall include the nature, character and quality of the product.
 - 5. The location where the applicant plans to vend.
 - 6. If applicant is employed by another to vend, the name and business address of the employer.
 - 7. A description of the vending vehicle, its registration number, its license number, and the streets the applicant intends to use.
 - 8. A copy of the valid Los Angeles County Department of Health permit.
 - 9. A copy of the applicant's business tax certificate.
 - 10. A certification that he or she complies with all local, State and Federal laws regarding food product vending, including this chapter.
- C. No application for a new or renewed mobile food vendor permit shall be accepted unless the application is accompanied by a fee in an amount set by City Council resolution. (14-07)

8.04.060 Regulations for mobile food vendors on private or City property.

Mobile food vendors operating on private property or on public property outside of the public right-of-way shall comply with the following requirements:

- A. The written approval of the owner of the location shall be obtained. The vendor shall maintain proof of the owner's approval in the vending vehicle. The person operating the vending vehicle shall present this proof upon the demand of a peace officer or City employee authorized to enforce this chapter.
- B. The mobile food vendor must have a valid mobile food vendor permit and City business tax certificate. The mobile food vendor shall also maintain insurance, as deemed acceptable in the reasonable discretion of the City, against liability for death or injury to any person as a result of ownership, operation, or use of its vending vehicles.
- C. The vending vehicle shall only be stopped, standing or parked on surfaces paved with concrete, asphalt or another impervious surface.
- D. Mobile food vendors shall not use or permit use of parking spaces on the site (e.g., customer queuing, tables, chairs, portable restrooms, signs, and any other ancillary equipment) if doing so will adversely affect the required off-street parking available for the primary use(s) of the site, as determined by the Community Development Director.
- E. The vending vehicle and surrounding property shall be maintained in a safe and clean manner at all times.
- F. The mobile food vendor shall not discharge any liquid (e.g., water, grease, oil, etc.) onto or into City streets, storm drains, catch basins, or sewer facilities. All discharges shall be contained and properly disposed of by the mobile food vendor.
- G. All signs shall comply with Title 18 of this Code.
- H. No tables, chairs or other site furniture shall be permitted.
- I. Temporary shade structures shall be removed whenever the mobile vendor vehicle is not operating.
- J. The property shall be located in an area where vending is permitted under Title 16 of this Code.
- K. Pursuant to Section 11.02.090 of this Code, no mobile food vendor shall operate within any City park and recreation facility, except as permitted in that section.
- L. The mobile food vendor must have a valid business license issued by the City.
- M. The mobile food vendor shall comply with Section 8.04.020 and be subject to all applicable requirements for food establishments. All required Los Angeles County health permits must be in the possession of the mobile food vendor at all times during which it operates within the City.
- N. The mobile food vendor shall otherwise comply with all applicable State and local laws. (14-07)