



MOBILE FOOD VENDOR PERMIT APPLICATION

(Please complete and submit this application online)

Mobile Food Vendor Description:

Vendor operates from a vehicle, trailer, or cart equipped to prepare, cook, and serve open food products. Vendor does not stay in one (1) location longer than seventy-two (72) hours.

GENERAL INFORMATION:

Has the Business Submitted A Mobile Food Vendor Permit Application in the past year? **Y / N**

Name of Business: _____

Business Mailing Address: _____

Phone: _____ Email: _____

Name of Owner: _____

Owner Mailing Address: _____

Phone: _____ Email: _____

VEHICLE INFORMATION:

Make: _____ Make: _____ Year: _____

Tag #: _____ Date Issued: _____

DESCRIPTION OF FOOD ITEMS TO BE SOLD: _____

REQUIRED WITH APPLICATION:

- Valid OTC Sales Tax Permit
- Valid Oklahoma State Dept. of Health Permit
- Copy of Liability Insurance Certificate
- Written permission of property owner (i.e., owner's name, contact info., dates & times of allowed operation, and description of the location where the vehicle will be parked)
- Payment of \$5.00 for each day vendor provides food service from their vehicle in Jenks

In General:

All individuals, businesses, and/or organizations who engage in the business of mobile food vending in the City of Jenks must:

- Obtain a permit from the City's Finance Dept. and pay a permit fee.
- Adhere to the requirements and regulations stated in the Jenks Code of Ordinances.
- Plainly display the permit on the vendor vehicle/equipment so it can be seen by City officials, law enforcement or other regulatory official, and by any person/customer approaching the vendor vehicle/equipment.
- Obtain the permission of owner to conduct business on owner's property beforehand.
- Obtain the permission of the City to conduct business on City property beforehand.

APPLICANT SIGNATURE: _____ **DATE:** _____

Please send application and all required documents to accountsreceivable@jenksok.org. All questions and payments can be made by phone at this number: 918-299-5363.