



Mobile Food Vendor - Quick Reference Guide

This Guide is an overview of the permitting process and operation requirements for Mobile Food Vehicles within the Town of New Whiteland.

Mobile Food Vehicle Defined: The term Mobile Food Vehicle refers to a food service vehicle that is self-contained, readily movable, and which may be towed or self-propelled.

Required Permits and Insurance: Any vendor wishing to operate a Mobile Food Vehicle must first apply for a mobile food permit on a form prescribed by the Town and pay a permit fee in an amount set by the Town, from time to time, which shall be paid at the time the application is submitted.

- Vendors, as a condition of obtaining a New Whiteland permit, shall provide copies of all required State and Johnson County permits and proof of compliance with the then current Mobile Food Unit Requirements adopted by the Johnson County Health Department, and proof of general liability insurance in amounts of not less than \$250,000, per occurrence, and \$1,000,000, in the aggregate.
- A separate application and permit shall be required for each Mobile Food Vehicle.
- Each application shall be submitted to and reviewed by the Town's Code Enforcement Officer, who, upon confirming that the applicant has met all applicable requirements, and paid the requisite fee, shall issue a permit.

Permit Fees: Mobile Food Vehicle Permit fees, for specified terms are as follows:

- One Day \$25.00
- Seven Day \$55.00

Hours of Operation: Mobile Food Vehicles, open to the public, may be operated in Town from 6:00 AM to 10:00 PM.

General Regulations: Mobile Food Vehicles may be operated in Town only in strict compliance with the following regulations:

- The property owner's written consent shall be required as a condition of operating a Mobile Food Vehicle on private property.
- Written Town approval shall be required as a condition of operating a Mobile Food Vehicle on any property owned or managed by the Town.
- No Mobile Food Vehicle shall be operated within 100 feet of the closest property boundary of any lawfully operating restaurants, or other food service businesses, unless with the consent of all those businesses.
- Without the consent of the organizer, no Mobile Food Vehicle unit shall be operated within 500 feet from the nearest point of the property boundary on which any lawfully permitted special event or festival is held.
- No Mobile Food Vehicle shall be parked or operated within fifteen (15) feet of a fire hydrant.



- Mobile food vehicles shall not obstruct any street, sidewalk, road, or parking lot drive aisle.
- The volume of music or other sounds broadcast from a Mobile Food Vehicle shall be adjusted to be heard only by those in the immediate vicinity.
- All signs must be permanently affixed to or painted on Mobile Food Vehicles and shall not extend more than six inches from the vehicle.
- No sign shall flash, cause interference with radio, telephone, television, or other transmissions.
- Each Mobile Food Vehicle shall be permitted to display one sandwich board sign, placed within ten feet of the location of the Mobile Food Vehicle.
- Liquid Waste, including grease and oil, shall be collected in a grease trap or interceptor which shall not be discharged, emptied, or drained anywhere within the Town.
- All Mobile Food Vehicle vendors shall provide a waste container for public use, the contents of which, along with all other trash and garbage originating from the operation of the Mobile Food Vehicle, shall be collected and hauled away, each day, by the vendor.
- Power sources required for a Mobile Food Vehicle shall be self-contained and in good working order. Sound emitted by generators powering Mobile Food Vehicles shall not exceed 70 A weighted decibels (dba).
- No Mobile Food Vehicle shall be parked on a public street or public parking lot overnight.

Parking Restrictions: Mobile Food Vehicles may be parked only in areas designated by the Town.



MOBILE FOOD VENDOR PERMIT APPLICATION

Business Name: _____

Location of Commissary or Servicing Station:

Owner's Name: _____

Owner's Address: _____

Business Phone: _____ Owner's Phone: _____

Certified Food Handler: _____
(Copy of certificate must be submitted with application)

Permit Type (check one):	Date(s) Requested: _____
One Day Permit \$25.00	
Seven Day Permit \$55.00	

The Undersigned applies for a permit to operate a Mobile Food Vehicle in New Whiteland, pursuant to. The undersigned certifies receipt of the guidelines for operation, and that the establishment will be operated and maintained in strict accordance all applicable New Whiteland ordinances, , the requirements of 410 IAC 7-24, and all requirements of Johnson County, Indiana.

Owner or Operator's Signature: _____ **Date:** _____

Applicants must submit the following:

- This Application
- Copy of last Health Inspection
- Johnson County Health Dept. permit.
- Copy of Certified Food Handler Certificate
- Permit fees

Permit Approved by: _____ **Date:** _____