



**MOBILE FOOD VENDING
APPLICATION**

Application Fee: \$250.00

Date Received:

File #: MV-

Application and all pertinent required data (listed below) MUST be submitted with this application

<input type="checkbox"/> ORIGINAL application with Signed & Notarized Mobile Vending Application and/or Affidavit Authorization for Agent (if applicable)	<input type="checkbox"/> Date applicant met with the representatives of Zoning & Urban Design staff prior to the submission of a Mobile Vending Application _____
<input type="checkbox"/> A copy of the deed or other evidence of ownership or lease agreement or letter from owner/manager authorizing Mobile Vending	<input type="checkbox"/> A disclosure statement of the real parties in interest on a form provided by the City, signed by the applicant and notarized. (if applicable)
<input type="checkbox"/> Plot Plan: Detailed site plan must show proposed location of Mobile Vending vehicle, portable sign location and graphic image of the sign, location of solid waste facilities, and bathroom facilities.	<input type="checkbox"/> Written statement describing the proposed use and providing the following information: <ol style="list-style-type: none"> 1. The make, model and year of each mobile food dispensing vehicle for which a Local Business Tax Receipt is requested. 2. A notarized affidavit (Form provided by the City Clerk's office). 3. That the location approved is not otherwise allocated to another tenant. 4. The area is not an area required for parking, loading, unloading or vehicular access to the permanent facilities. 5. Is propane used in operation of the mobile food vending vehicle? 6. Provide contract for removal of graywater and/or used grease if applicable.
<input type="checkbox"/> All applications for Mobile Vending must submit two (2) copies of the following: <ol style="list-style-type: none"> 1. Proof of a current and valid license for a mobile food dispensing vehicle granted by the State of Florida DBPR, Division of Hotels and Restaurants, the State of Florida Dept. of Agriculture and Consumer Affairs. 2. Completed Local Business Tax Receipt application. 3. Copy of contract or other service for removal of used grease and gray-water if applicable. 4. Whether the vehicle uses propane in any manner. 	

*****THE SALE, DISPENSING OR DISTRIBUTION OF INTOXICATING BEVERAGES INCLUDING BUT NOT LIMITED TO LIQUOR, WINE AND BEER FROM A MOBILE DISPENSING VEHICLE IS PROHIBITED*****

In order that this application be processed in a timely fashion, the correct and complete information is necessary. It is suggested that the applicant bring the application to the Zoning & Code Compliance Division, 126 Harvey St., Punta Gorda, Florida 33950, where it can be reviewed by the staff prior to filing. The Zoning & Code Compliance Division accepts no responsibility for the completeness or accuracy of the application. Errors in the filed application may result in delays with respect to approval. All data and exhibits submitted in connection with the filing of this application become a permanent part of the public record

1. Applicant

Name:

Address:

City:

State:

Zip:

Phone:

Email address:

2. Owner(s) of Record							
Name:							
Address:			City:	State:	Zip:		
Phone:			Email address:				
3. Mobile Vending Business Name							
Name:							
Address:			City:	State:	Zip:		
Phone:			Email address:				
4. Authorized Agent – (if applicable – Property Owner must sign AGENT Affidavit below)							
Name:							
Address:			City:	State:	Zip:		
Phone:			Email address:				
5. City zoning district where Mobile Food Dispensing Vehicle is proposed.			<input type="checkbox"/> NC Neighborhood Center	<input type="checkbox"/> CC City Center	<input type="checkbox"/> SP Special Purpose	<input type="checkbox"/> HC Highway Commercial	
6. Property Legal Description: (Attach separate sheet if necessary)							
Parcel ID /Account #		Lot #	Block#	Section			
Any person or entity holding real property in the form of a partnership, limited partnership, corporation, trust, or in any form of representative capacity whatsoever for other, shall in this application disclose the name and address of every person having a beneficial interest in the real property, however small or minimal.							
7. Make, model and year of the mobile food dispensing vehicle for which approval is sought. (use additional sheet if necessary)							
Make		Model		Year			
8. Provide name of company and copy of contract for removal of used grease or gray water.							
<ul style="list-style-type: none"> What method of heating food does the vehicle use? 							
<ul style="list-style-type: none"> Is propane used in any manner in association with the operation? 					<input type="checkbox"/> Yes <input type="checkbox"/> No		
9. What are the hours of Operation?							
Day	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
From							
To							
10. State of Florida license #							
A copy MUST be included							

Record & Return to:
Office of the City Clerk
326 West Marion Avenue
Punta Gorda, FL 33950
(941) 575-3369
www.pgorda.us



AFFIDAVIT FOR MOBILE VENDING LOCATION

Chapter 26, Article 4, Punta Gorda Code

MOBILE VENDOR: _____ TELEPHONE: _____

MAILING ADDRESS: _____

VEHICLE DESCRIPTION: Make _____ Model _____ Year _____

MOBILE VENDOR OWNER(S): _____

MAILING ADDRESS: _____

VENDING LOCATION ADDRESS: _____

(NOTE: Site plan of the vending location must be submitted with this Affidavit. One location per Affidavit.)

PROPERTY OWNER: _____ TELEPHONE: _____

MAILING ADDRESS: _____

(NOTE: Warranty Deed or other proof of ownership required)

ADDITIONAL PROPERT OWNERS:

PROPERTY OWNER: _____ TELEPHONE: _____

MAILING ADDRESS: _____

PROPERTY OWNER: _____ TELEPHONE: _____

MAILING ADDRESS: _____

THE PROPERTY OWNER OF THE APPROVED VENDING LOCATION, SPECIFIED ABOVE, DOES HEREBY ATTEST TO THE FOLLOWING:

1. The property owner shall allow the Mobile Vendor, its employees, and customers access to bathroom facilities on the subject property, where available; and
2. The property owner shall allow the Mobile Vendor access to solid waste collection facilities on the subject property, where available. If solid waste collection facilities are not available on the subject property, the property owner will ensure the Mobile Vendor removes all solid waste generated by its operation on a daily basis; and
3. The property owner shall ensure the subject property will be continuously maintained in a neat, clean and orderly manner; and
4. The location approved by the property owner for the parking of a mobile food dispensing vehicle for the purposes of dispensing food and/or beverages is not otherwise allocated to another tenant of the subject property and is not an area required for parking, loading or unloading, or the vehicular access to such facilities under the provisions of the City of Punta Gorda Land Development Regulations; and
5. The property owner agrees to notify the City Clerk in writing at the address above at any time that the owner revokes authorization given to the Mobile Vendor; and

6. The property owner acknowledges that only food dispensing vehicles which have a valid Local Business Tax Receipt issued by the City of Punta Gorda may be allowed to operate on the subject property and that the property owner will be deemed in violation of Chapter 26, Section 4.40, if mobile food dispensing vehicles are allowed to operate on the subject property without a valid Local Business Tax Receipt.
7. Owner agrees that upon the sale of the property on which the mobile vendor has permission to operate, the City's authorization to operate a mobile food dispensing vehicle upon such property shall be suspended until the mobile vendor obtains and files with the City Clerk a notarized affidavit from the new owner of the property containing all of the information required in Punta Gorda Code Section 4.40 (c) (3).

I affirm, under penalties of perjury, that I have read the foregoing and that all applicable information and statements made herein are, to the best of my knowledge, true and correct.

COMPANY NAME: _____

By: _____

Print Name _____

Title _____

Address _____

Phone Number _____

STATE OF _____

COUNTY OF _____

Sworn & subscribed before me this _____ day of _____,
 by [Name] _____, as [Title] _____,
 of [Company Name] _____, who is personally known to me or who
 has produced _____ as identification.

 Notary Public Signature

 Notary Public Print Name

 Date Commission Expires