



Annual Mobile Food Vendor License

Municipality of Norristown | Fire Department

Instructions: Any organization, group, or individual wishing to sell or disseminate food and/or beverages without a storefront within the Municipality of Norristown must complete BOTH sides of this application and submit the completed application and the total fee indicated below to

Norristown Fire Department,
 Attention: Mobile Food Vendor License,
 235 East Airy Street,
 Norristown PA 19401.

Make check or money order payable to the Municipality of Norristown. DO NOT SEND CASH. Please call 610-270-2894.

Type of License (check one)

- Temporary License
 New Mobile Food Vendor
 License Renewal

Temporary Licenses are intended for mobile food vendors who will be selling and/or distributing their wares for three (3) or less days per calendar year. If you intend to be vendor for more than three (3) days per year, please apply for a new vendor license.

Note: mobile food vendors who are found operating without a license or with an expired license will immediately be required to cease operations and will be fined \$300.00 per occurrence.

Office Use Only:		Received:
Temp. Fee: (3 day maximum)	\$50/day	
New Vendor Fee:	\$300.00	
Vendor Renewal:	\$150.00	
Expiration Date:		
License #:		

Business Information

Name of Truck:			
Name of Business:		Federal Tax ID #:	
Business Address:			
Phone:		License Plate #:	
Email:		Driver's License #:	
Website:			
Emergency Contact			
Title:			
Contact Number:		Emergency Cell Phone Number:	
Detailed Description of goods to be sold:			
Describe your stand, pushcart, or motor vehicle (attach photos of it along with your submission)			

NOTE: Each mobile unit should be clearly marked with your business name



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Proposed Vending Locations & Times

Location (Street Address)	Property Type:	Days of the Week:	Hours of Service:
	<input type="checkbox"/> Public <input type="checkbox"/> Private		
	<input type="checkbox"/> Public <input type="checkbox"/> Private		
	<input type="checkbox"/> Public <input type="checkbox"/> Private		
	<input type="checkbox"/> Public <input type="checkbox"/> Private		
	<input type="checkbox"/> Public <input type="checkbox"/> Private		
	<input type="checkbox"/> Public <input type="checkbox"/> Private		
	<input type="checkbox"/> Public <input type="checkbox"/> Private		

PLEASE NOTE: Acquiring an approved mobile food vendor license from the Municipality DOES NOT GUARANTEE a specific parking spot in any of the locations provided above or found in the Municipality of Norristown. Parking for the purposes of vending food is to be on a "first-come" basis.

REQUIRED DOCUMENTS (Attach to this Application) (Please check all that are attached)

Required of all Applicants:

- Copy of Valid Health Inspection, issued by Montgomery County Health Department
- Copy of Valid Business License, issued by the Municipality of Norristown
- Copy of Current Vehicle Insurance & Registration
- Color photographs of the exterior (front, side, and back) of your mobile food service vehicle

Required for Vending on Private Property

- Copy of Letter(s) from Landlord(s). Required for each private site.

Signatures

Applicant: Application is hereby made for a license to operate a mobile food vendor unit in the Municipality of Norristown. By this application, I agree that the mobile unit will comply with all applicable ordinances and regulations including the requirement that I contact the Allentown Health Bureau prior to making many changes to my mobile food vendor unit. It is further agreed that said mobile unit shall be available for inspection by the Norristown Fire Department. I also understand that the license issued is NOT TRANSFERABLE. I hereby certify that I have applied for a sales and use tax license or exemption from the PA Department of Revenue as of the date of this application understanding that any false representation is subject to penalty under 18 PA C.S. §4903 and §4904.

APPLICANT SIGNATURE

APPLICANT NAME (Print)

DATE

Norristown Fire Dept.:

Signature of Norristown Fire Dept. is required for all applications to verify inspection, even if no permit was issued.

INSPECTOR SIGNATURE

INSPECTOR NAME (Print)

DATE