

APPLICATION FEES

Please check all fees applicable for your operation:

Off-Street Mobile Food Truck Licence

operating on private property (not on-street)

☐ \$550.00

On-Street Mobile Food Truck Licence

operating on-street, in BID'S or industrial areas (may also operate on private property)

☐ \$550.00

Parking Administration Fees

charged per transaction

☐ \$75.00

Food Truck Parking Permit Fees

required if operating on-street on City of Saskatoon right of way

☐ \$7.80 per day

_____ days x \$7.80 = \$ _____

Note: If truck exceeds 6.5 metres in length, parking permit fees for two parking stalls are required. The administration fee will be charged for each transaction.

BUSINESS OWNER/ COMPANY INFORMATION (Please Print Clearly)

Mobile Food Truck Name: _____

Owner / Company Name: _____

Business Owner / Contact: _____
First Name Middle Initial Last Name

Mailing Address: _____ Postal Code: _____

Business Phone: _____ Cell: _____ Fax: _____

Email: _____ Website: _____

BUSINESS INFORMATION

Where will the mobile food truck primarily operate ? (check all that apply) ☐ Private Property ☐ Festivals

☐ Special Events ☐ BID ☐ Industrial areas ☐ Other: _____

How many people does this business employ? Full-time: _____ Part-time: _____

Does this food truck operate: ☐ year round or ☐ seasonally ?

What are the measurements of the mobile food truck: Weight _____ kg , Width _____ m, Length _____ m

When not in operation, where will the mobile food truck be stored?

At home? (list address) _____

At another location? (list address) _____

Does your business have more than ONE mobile food truck? ☐ yes ☐ no

If yes, how many? _____ (each mobile food truck must obtain a separate licence)

For more information, contact us at: business.license@saskatoon.ca or call 306-975-2760
Visit our website for additional information on the application, process and requirements: www.saskatoon.ca

APPLICATION CHECKLIST

The following approvals and information must be provided for both on-street and off-street mobile food trucks in order for this application to be accepted and processed.

☐ **Saskatoon Health Region Approval - attach copy of approval**

The sale of food items from the mobile food truck requires approval by the Saskatoon Health Region.

☐ **Fire Inspection Approval - attach if applicable**

Fire Inspection is required when serving persons are located inside the vehicle for the preparation and serving of food.

☐ **TSASK Gas Inspection Approval - attach if applicable**

Gas Inspection is required when a Food Truck is equipped with natural gas or propane tanks.

☐ **Proof of Motor Vehicle Registration - attach copy of registration**

☐ **Proof of Liability Insurance - attach copy of insurance**

The vendor must have liability insurance coverage with a minimum liability limit of \$2,000,000 and name the City of Saskatoon as an "Additionally Insured" party.

☐ **Discharge Management Plan - attach copy of plan**

A plan outlining how and where FOG (fats, oils, grease) and grey water will be disposed.

☐ **New Business Licence Application - attach if applicable**

A commercial OR home based business licence is required for the base of operation, unless a current business licence exists or the base of operation is located outside the City of Saskatoon.

☐ **Photographs of the Mobile Food Truck - attach photos showing all sides of the mobile food truck**

☐ **Application Fees**

DECLARATION OF OWNER / APPLICANT

I agree to abide by all laws and regulations, bylaws and resolutions governing the vending operation and must satisfy all levels of government agencies.

I also agree to save the City harmless of all activities undertaken by the vending operation.

I understand the City reserves the right to withdraw Vendor privileges at any location for failure to meet one or more of the regulations.

I hereby certify that all the above statements contained within this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of *The Canada Evidence Act*.

Signature of Applicant: _____ **Date:** _____

* Please mail or deliver your complete application with all supporting documents and a cheque or money order to:

City of Saskatoon, Community Standards
City Hall, 3rd Floor – 222 3rd Avenue North
Saskatoon, SK S7K 0J5

* Please make cheques payable to: **City of Saskatoon**

* Incomplete applications will not be accepted

* For more information, contact us at: business.license@saskatoon.ca or call 306-975-2760

* Visit our website for additional information on the application, process and requirements: www.saskatoon.ca

FOR OFFICE USE ONLY:

Business ID: _____

Zoning Designation: _____

Approved by: _____ Date: _____

BID Approval: _____ Fire Approval: _____ Sask. Health Region: _____ SHR Expiry: _____

Comments: _____

SECTION A: BUSINESS INFORMATION

Business name (Registered Company Name):	
Name of Food Truck / Trailer:	Contact Person:
Business Address:	Phone No:
Mailing Address:	Email:

SECTION B: Discharge Management Plan

1. What is served from your food truck / trailer? Briefly describe your menu.

2. Does your food truck / trailer have a deep fryer?

☐ YES ☐ NO

If yes, how will the used / waste cooking oil be stored and disposed?

3. Does your food truck / trailer have a sink to wash pots, pans and dishes?

☐ YES ☐ NO

If yes, how will the wastewater (greywater) from the sink be stored and transported.

If yes, provide your wastewater (greywater) disposal location.

4. Does your food truck / trailer have a grease trap or interceptor?

☐ YES ☐ NO

If yes, describe the maintenance frequency and how the wastes are disposed.

SECTION C: The Sewer Use Bylaw 9466

The Sewer Use Bylaw Section 52 - Mobile Food Trucks, requires the owner of a mobile food truck / trailer to keep a record of the date, time, location and approximate volume of each disposal of FOG (Fat, Oils or Grease) and Wastewater. The record shall be retained for 1 year and be available for inspection by the City upon request.

Owner Signature

Date