

Date of Application: _____ File No.: _____

APPLICATION FEES

Please check all fees applicable for your operation:

Off-Street Mobile Food Truck License

\$500.00

-operating on private property (not on-street).

On-Street Mobile Food Truck License

\$500.00

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

Parking Administration Fees

\$52.50

Food Truck Parking Permit Fees

\$720.00 (first 3 months)

-required if operating on-street on City of Saskatoon right of way, minimum three month permit.

_____ x \$240 (additional months)

Note: If truck exceeds 6.7 metres in length, parking permit fees for two parking stalls are required. Monthly extensions will be charged an admin fee 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 license)

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.

Saskatchewan Health Authority Approval - attach copy of approval

The sale of food items from the mobile food truck requires approval by the Saskatchewan Health Authority.

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.

SaskPower Gas Inspection Approval - attach if applicable

SaskPower 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 "Additional 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 License Application - attach if applicable

A commercial OR home based business license is required for the base of operation, unless a current business license 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:** _____

Mail in or drop off the application fee along with completed application form and any necessary supporting documents to:

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

Make cheques payable to: **City of Saskatoon**

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

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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 (if different than above):	Contact Person :
Business Address:	Phone No:
Mailing Address:	Email:

SECTION B: Discharge Management Plan

A. What will you be serving in your truck? Briefly describe your menu.

B. Use check box to indicate what applies in your Mobile Food Truck

Sink used for washing pots, pans, dishes, cutlery and kitchen utensils?

YES No

If yes, briefly describe how the wastewater generated from the sink will be stored, and disposed.

Does your truck have a deep fryer?

YES NO

If yes, how will you store and dispose the used/waste cooking oils?

Does your truck have a grease trap or interceptor?

YES NO

If yes, briefly describe your maintenance frequency and how you dispose of the wastes.

C. Provide information on your wastewater transportation and disposal arrangements (i.e. grey water disposal location and means of transport).
