

# Village of Fredonia License Application

9-11 Church St. Fredonia, New York 14063 Second Floor

Phone (716)-679-2313 Fax (716)-679-2315

## MOBILE FOOD VEHICLE INSTRUCTIONS

### REQUIREMENTS

#### MOBILE FOOD VEHICLE ("MFV")

A commercially manufactured, self-contained, motorized mobile food unit in which ready-to-eat food is cooked, wrapped, packaged and sold, including tow behind trailers of any size.

1. **Motor Vehicle Registration** from NYS Motor Vehicle Department.
2. **Valid Motor Driver's License** of each vehicle operator from NYS Motor Vehicle Department.
3. **Criminal background check** of the applicant, each corporate officer and all employees.
4. **Chautauqua County Health Permit.**
5. **Insurances:** Coverage of not less than one million dollars (\$1,000,000/2,000,000) per occurrence. All insurance coverage must contain proof of a thirty (30) day cancellation clause with the certificate holder as Village of Fredonia 9-11 Church Street, Fredonia, New York 14063.
  - a) Public Liability
  - b) Food products liability
  - c) Property Insurance
  - d) Worker's Compensation Insurance or Exemption Certificate when there are no employees.
6. **Provide a Photo of food truck**
7. **FEE \$150.00/Restaurant owner** within the Village shall be exempt from the filing fee After your application is accepted, Code Enforcement Officer will do a fire inspection on the MFV and the Chief of Police for the background check. After approval a Certificate of Compliance will be issued.

### RESTRICTIONS

**MFV shall only be allowed to operate in the C-1, C-2, M-1 and Open Space zoning districts and** must operate at least 100' feet from an open licensed food establishment.

Must abide by parking/traffic laws.

Must carry on vehicle a measuring wheel and trash receptacles.

Any event catering on private property must have sign on truck stating private party **NO SALES.** However, shall comply with all applicable New York State and Chautauqua County laws.

Certificate of Compliances are good from April 1, to March 31.

Not valid to operate a mobile food truck on private property (must obtain a Stationary Peddler's License)

A 10' area around the MFV for operations on village owned property shall be maintained.

VILLAGE OF FREDONIA- MOBILE FOOD VEHICLE APPLICATION  
9-11 Church St. Fredonia, New York 14063 (second Floor)  
Phone (16) 679-2313 Fax (716) 679-2315  
**Food Truck License Expire on March 31.**

Type of Entity:  Sole Proprietor  Corporation  Partnership  Limited Liability Company

Corporation Name \_\_\_\_\_ Business Phone \_\_\_\_\_

Business Name (dba) \_\_\_\_\_ Business Fax \_\_\_\_\_

Business Address (no PO Box) \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

NYS Tax ID # \_\_\_\_\_ Business Website \_\_\_\_\_ E Mail \_\_\_\_\_

**Information for applicant and each corporate officer**

Applicant (last, first) \_\_\_\_\_ Home Phone \_\_\_\_\_

Home Address: (P O Box not acceptable) \_\_\_\_\_

Corporate Officer (last, first) \_\_\_\_\_ Home Phone \_\_\_\_\_

Home Address (PO BOX not acceptable) \_\_\_\_\_

**Include the following documentation:**

1. **Motor Vehicle Registration from NYS DMV**
2. **Valid Motor Driver's License of each vehicle operator from NYS DMV**
3. **Criminal background check of the applicant, each corporate officer and all employees**
4. **Chautauqua County Health Permit**
5. **Insurance: a) Public Liability b) Food Products Liability c) Property Insurance**  
Coverage of not less than \$1,000,000/2,000,000 per occurrence. Insurance coverage must contain proof of a thirty (30) day cancellation clause with the certificate holder as Village of Fredonia, 9-11 Church St. Fredonia New York 14063.
6. **Workers Compensation Insurance** or, if no employees, an Exemption Certificate at [www.wcb.state.ny.us](http://www.wcb.state.ny.us)
7. **FEE \$ 500/ Restaurant owners within the Village shall be exempt from MFV fee**

**I AM AWARE OF THE FOLLOWING RESTRICTIONS:**

MFV shall only be allowed to operate in the C-1, C-2, M-1 and Open Space zoning districts. Abide by the parking/traffic laws: must operate from streets and public property and at least 100 feet from an open licensed food establishment; must have a measuring wheel located on the truck; vehicle must be equipped with trash receptacles; permanently and prominently affix to the vehicle the issued certificate of compliance.

Please fill out information on reverse side  
PLEASE LIST ALL EMPLOYEES FOR BACKGROUND CHECK

**Name:** \_\_\_\_\_  
Last First Middle Initial DOB

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Name:** \_\_\_\_\_  
Last First Middle Initial DOB

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Name:** \_\_\_\_\_  
Last First Middle Initial DOB

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**As an authorized agent of the entity identified above, I certify the information on this form is true  
Correct and current to the best of my knowledge and belief.**

\_\_\_\_\_  
**Name and Signature of applicant and each Corporate Officer**

Sworn to before me this \_\_\_\_\_ day of  
20 .

**Notary Public, State of New York**