



Mobile Food Vending Business Licence Application Food Trucks, Food Trailers, Food Carts

- New Application
 Change of Address *Previous Address:*
 Change of Owner
 Change of Trade Name *Previous Name:*

BUSINESS INFORMATION
Business Name:
Owner (S) Name:
Mailing Address Of Business (Include Postal Code):
Email:
Business Phone:
Home Phone:
Website:

Indicate requested type and location of mobile unit (fee charged per unit)

Mobile Food Vending Unit Type	Private Property Only	Public and Private Property
Food Truck	<input type="checkbox"/> 200	<input type="checkbox"/> 500
Food Trailer	<input type="checkbox"/> 200	<input type="checkbox"/> 500
Food Cart	<input type="checkbox"/> 200	<input type="checkbox"/> 300
Type of Food (ie. Deep Fried)		Portable Signage

- A mobile food vending business licence will not be issued until a policy number and insurance agent's name are supplied, and the minimum requirements as stated in "BUSINESS LICENCE BYLAW NO. 3153, 2002" are confirmed. (see reverse of this application)
- I have read Section 7.2(d) of the "BUSINESS LICENCE BYLAW NO. 3153, 2002" and agree to the insurance requirement and the fee policy herein described.
- I understand that the Municipality of North Cowichan retains the right to use any designated mobile food vending location on public property or have a public location vacated for a special event at any time.

APPLICANT'S ACKNOWLEDGEMENT - I/we the undersigned make application for a mobile food vending licence in accordance with the information given and declare the statements are true and correct. I/we undertake, if granted the licence applied for, to comply with each and every obligation contained in the bylaws now in force or which may hereafter come into force in the Municipality of North Cowichan. I/We further understand that I/We cannot commence business until such time as a business licence has been approved and issued.

Signed:	Date:
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Personal information is collected by the Municipality of North Cowichan under the authority of section 26 (c) of the Freedom of Information and Protection of Privacy Act and North Cowichan's Business Licence Bylaw for the purpose of administering a business licence. Should you have any questions about the collection of this personal information, please contact the Deputy Director of Corporate Services, (250) 746-3100; 7030 Trans Canada Highway, Duncan, BC V9L 6A1.

FOR OFFICE USE ONLY			
Finance Department			
Payment Amount:	Posting Date:	Phone (when approved):	
Payment Date:	Acct Number:		
Cash Interac Cheque	Initials		

**MOBILE FOOD VENDING BUSINESS LICENCE
FOOD CART CHECKLIST**

Please provide the following information with your mobile food vending business licence application.

<ul style="list-style-type: none"> ○ Island Health Approval 	<p>Links to forms and other important information at Health Protection and Environmental Services 4th Floor, 238 Government Street (Round Building) Duncan, BC V9L 1A5 PHONE: 250.737.2010 FAX: 250.737.2008 EMAIL: HPES.Duncan@viha.ca</p>
<ul style="list-style-type: none"> ○ BC Safety Authority Approval 	<p>For equipment operated by propane in the vapour state Electrical and gas inspections https://www.technicalsaftybc.ca/permits-approvals/operating-permits CONTACT: contact@safetyauthority.ca or 1-866-566-7233</p>
<ul style="list-style-type: none"> ○ Proof of Motor Vehicle Insurance (Food Trucks and Food Trailers) 	
<ul style="list-style-type: none"> ○ Liability Insurance 	<p>Provide a copy of your liability insurance with the following requirements:</p> <ul style="list-style-type: none"> • Inclusive limit of at least \$2,000,000 • Includes public liability, property damage and cross liability clauses • North Cowichan as an additional insured • Provides that coverage cannot be cancelled or changed without 30 days prior written notice to North Cowichan by the insurer
<ul style="list-style-type: none"> ○ Discharge Management Plan 	<p>Approved by the Business Licence Officer, that describes how and where fats, oils and grease will be disposed of.</p>
<ul style="list-style-type: none"> ○ Letter of Permission from property owner <i>(for private property locations only)</i> 	<p>If your food truck is going to be located on private property, you must provide written permission from property owner.</p>

MAILING ADDRESS: Municipality of North Cowichan 7030 Trans Canada Highway Duncan BC V9L 6A1

OFFICE LOCATION: Municipality of North Cowichan 7030 Trans Canada Hwy Duncan BC

TELEPHONE: 250-746-3100 Fax: 250-746-3133 Email: finance@northcowichan.ca