



# Division of Building and Zoning

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## VENDOR'S PERMIT

### THE FOLLOWING INFORMATION IS TO BE FILLED OUT BY THE APPLICANT:

Applicant's Name: \_\_\_\_\_ Applicant's Phone Number: \_\_\_\_\_

Applicant's Home/Business Address: \_\_\_\_\_

Address of Temporary Business Location: \_\_\_\_\_

*\*See attached Section 783.03 of the City of Heath Codified Ordinances regarding licensing requirements and attached Section 783.99 of the City of Heath Codified Ordinances regarding penalties.*

**\*\*ALL VENDORS MUST HAVE AN INSPECTION COMPLETED BY THE HEATH FIRE DEPARTMENT PRIOR TO APPROVAL. PLEASE CALL 740.522.4585 MONDAY - FRIDAY 8AM - 4PM TO SCHEDULE.YOUR INSPECTION.**

All applicants must receive the property owner's signature and written approval in order to conduct business on their property. Please have the property owner sign the approval letter as well as the space below. By signing below, I agree that I have read and understood Sections 783.03 and 783.99 of the City of Heath Codified Ordinances in regard to the requirements and penalties.

Property Owner's Signature: \_\_\_\_\_ Property Owner's Phone Number: \_\_\_\_\_

### THE FOLLOWING INFORMATION IS TO BE FILLED OUT BY THE HEATH FIRE DEPARTMENT:

Date of Inspection: \_\_\_\_\_ Signature of Fire Inspector: \_\_\_\_\_

### THE FOLLOWING INFORMATION IS TO BE FILLED OUT BY THE ZONING DEPARTMENT:

License No. \_\_\_\_\_ Date Issued: \_\_\_\_\_

Fee Paid: \$ \_\_\_\_\_ Date Expires: \_\_\_\_\_

*\*If you pay the daily or weekly rate, an inspection by the Heath Fire Department is required for each permit.*

Transient Vendor's License Received  Proof of Liability Insurance Received

Today's Date: \_\_\_\_\_

### FORM NOT VALID UNLESS STAMPED BY THE CITY OF HEATH INCOME TAX COMMISSIONER BELOW

For the approval by the HEATH INCOME TAX BUREAU Under Ordinance No. 26-76

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

### **783.03 APPLICATION FOR PERMIT**

(a) An application for a Food Truck permit must be submitted by the owner of the unit or owner of the business to the Mayor or Designee. A separate application must be submitted for each unit. Application for a Food Truck permit shall be on a form prescribed by the City of Heath and shall substantially comply with subsection (b) of this section.

- (b) Application for a Food Truck permit shall be made under oath and shall contain the following information and material:
- (1) name, permanent address, telephone number(s), electronic mail address, and a copy of driver's license for owner and operator (if different from owner);
  - (2) business name or DBA, permanent address, and telephone number, if different from the owner information;
  - (3) proof of Ohio Department of Taxation Transient Vendors License, if required by State law;
  - (4) a physical description of the unit proposed to be permitted for food service operation;
  - (5) current and valid state vehicle registration information for the unit proposed to be permitted for food service operation;
  - (6) proof of a current and valid license issued by a department of health under the Ohio Revised Code to conduct retail food operations.
  - (7) complete listing by type or category of the food items to be sold or offered for sale.
  - (8) federal tax identification number or Social Security number if no federal tax identification number is available. If the applicant is not current and compliant in the payment of any taxes on payroll and net profits, proof that the applicant has entered into an agreement to pay any delinquency and is abiding by the terms of the agreement at the time such proof is submitted;
  - (9) proof of a filing number or exemption from the Ohio Department of Taxation;
  - (10) affirmation that, upon issuance of a permit, the applicant will provide to the Mayor or Designee written documentation of any change in the information required by this chapter, as well as written documentation of any modification, damage, destruction, or decommissioning of the unit, within fifteen (15) calendar days of any such change or prior to the applicant's next operation of the unit within the City. Upon issuance of a food truck permit by the Mayor or Designee, the applicant becomes solely responsible for submission of current certificates that extend or renew permits, licenses, or insurance coverage required as a condition of issuance of the food truck permit. Failure by the applicant to maintain such information current and correct shall be cause to revoke the food truck permit;
  - (11) location of the proposed business and a letter of authority from the location property's owner shall be submitted with the application;
  - (12) proof of liability and property damage insurance. Limits of such coverage shall be not less than \$300,000 for push carts and pedicabs and not less than \$1,000,000 for food trucks and trailers;
  - (13) verification that proper fire suppression devices are in good working order and readily available in case of emergency;
  - (14) payment amount for a food truck permit fee can be found on the City of Heath Development Fee Chart

(c) The Mayor or Designee must examine all applications for a Food Truck permit under this chapter and make, or cause to be made, any further investigation into the application as is deemed necessary to decide regarding the application within thirty (30) days of initial submission.

(d) The Mayor or Designee shall provide a written determination to each applicant. If a complete application for a Food Truck permit is not approved, any reason for that determination must be provided to each applicant in writing.

### **783.99 PENALTY**

A violation of any section of this chapter shall be deemed a criminal violation as follows:

- (a) Whoever violates Section 783.02 shall be guilty of a misdemeanor of the first degree. Any such violation shall constitute a separate offense on each successive day continued. Strict liability is intended to be imposed for a violation of this section.
- (b) A violation of any section of Chapter 783 may be grounds for the suspension, revocation, or permanent revocation of the Food Truck permit, or in the case of a new application may be grounds to refuse to issue such permit for a determinate period up to ninety (90) days or permanently, in addition to any other penalties established for such violation in applicable section of the City of Heath Codified Ordinances.