



# City of Evans Community Development Mobile Food Vendor Permit

The Mobile Food Vendor Permit allows a mobile food vendor to conduct business within the City of Evans. Mobile food vending means the use of a legal motorized wheeled vehicle, legal towed wheeled vehicle, or pushcart, or other temporary operation designed and equipped to prepare and/or serve food and/or non-alcoholic beverages. A mobile food vendor is required to obtain a permit to operate within the City of Evans. This one-time permit is good for the life of the business. However, in addition to other penalties for violating the Evans Municipal Code, the mobile food vendor permit may be revoked for any mobile food vendor who fails to comply with the standards below. If the permit is revoked, the mobile food vendor may not reapply for one calendar year. Failure to comply with the standards may also result in denial of a business license for the next calendar year.

Mobile Food Vendors must maintain a current business license.  
See <https://www.evanscolorado.gov/departments/finance/CityBusinessandTaxLicense>.

## Submittal Items

- Weld County Mobile Unit Food Establishment License (or similar license from another county)
- Photo of mobile food vending vehicle
- Business incorporation or organization documentation naming authorized agent, if applicable
- Health Department Certification / Approval
- Fire Department Certification/ Approval
- Application fee: \$50

## Applicant Information

Applicant: \_\_\_\_\_

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

## Mobile Food Vending Questionnaire

Please answer the following questions to the best of your ability.

1. Describe the mobile food vending business.

2. Describe any associated objects to be used for the mobile food vending. No vendor may use, for the purpose of on-site storage, display or sale, any vehicle, cart, kiosk, table, chair, stand, box, container or other structure or display device not described on the face of the license, so be thorough.

## Mobile Food Vending Standards Acknowledgement

Please **check each** of the following to acknowledge the mobile food vendor limitations.

- No such vehicle, structure or device shall be located:
  - In any public parking space in a manner that does not comply with applicable parking regulations.
  - Upon a public right-of-way, or public street, alley or sidewalk within a city park or other city property unless vending is pursuant to a concession agreement or other agreement with the city.
  - In any location in which the vehicle, structure or device may impede or interfere with or visually obstruct the safe movement of vehicular and pedestrian traffic; parking lot circulation; or access to any public street, alley or sidewalk.
- No vendor shall operate during the hours of midnight to 5:00 a.m. and must remove the vehicle, cart, kiosk, table, chair, stand, box, container or other structure or display device from the location unless vendor owns or has a lease for the property on which the vending vehicle is located.
- Every vendor must obtain the written consent of the property owner of the property on which the vending vehicle is located.
- No vendor may provide drive-in or drive-through services to the vending vehicle.
- Each vendor who, during the course of its licensed activities, operates within or enters upon a public right-of-way or publicly owned property shall maintain liability insurance. Any vendor who fails to provide proof of such insurance shall be prohibited from operating within or entering upon such property.
- Each vendor shall pick up and dispose of any paper, cardboard, wood or plastic containers, wrappers or any litter which is deposited within twenty-five (25) feet of the designated location or within twenty-five (25) feet of the point of any sale or transaction made by the vendor if the radius of the designated location exceeds twenty-five (25) feet. The vendor shall carry a suitable container for the placement of such litter by customers or others.
- Each vendor shall maintain in safe condition any vehicle, structure or device so as not to create an unreasonable risk of harm to the person or property of others, and shall use flashing lights and other similar warning and safety indicators when stopped to vend services in any location in a street right-of-way.
- No vendor shall leave unattended any vehicle on a public right-of-way or on public property.
- Each vendor shall prominently display the license issued hereunder in a location readily visible to the public on each vehicle.
- Each vendor operating in an on-street location must serve the public only from the sidewalk or curbside and not from the street or adjacent parking spaces.
- Each vendor shall comply with the provisions of all applicable ordinances of the city as well as the requirements of all state and federal laws, including, but not limited to, noise restrictions, fire code, sign regulations, limitations on discharge of liquid waste, sales and use tax requirements and food safety and other related requirements established by state or county regulation.
- Mobile food vendors shall vend alcohol only with an approved liquor license.
- Any signage shall be permanently affixed to or painted on the mobile food truck, with no signs or banners in or alongside street right-of-way or across roadways.

*I (We) hereby certify, under penalty of perjury and after carefully reading the entire contents of this application, that the information stated is true and correct to the best of my (our) knowledge. I (We) also acknowledge that I (we) are required to comply with all provisions of the Evans Municipal Code. I (We) may not operate in Evans until we have an approved mobile food vendor permit.*

\_\_\_\_\_  
Signature of Applicant(s)

\_\_\_\_\_  
Date