



**INFORMATION & APPLICATION  
FOR  
MOBILE FOOD VENDING  
ON CITY PROPERTY**

**For additional information, call Engineering Services at 604.829.2024 or come to the Client Service Centre, 5<sup>th</sup> floor at 507 West Broadway.**

# Mobile Food Vending

The Mobile Food Vending Permit encompasses the sale of approved food and non-alcoholic beverages on City streets. One Business Licence per business is required; however a business that has multiple vehicles must have individual Vending Permits for each vehicle. Each vehicle may have operators but they will need to complete a Criminal Record Search (CRS). Once a (CRS) has been reviewed and approved for your operators, you will then receive a mobile food vending permit.

For residents of Vancouver, the fee for a CRS is payable by Cash or Debit payment only. You must bring the CRS form in person to the Vancouver Police Department at 312 Main Street between the hours of 8:30am to 5:30pm Monday to Friday. If you live outside the City of Vancouver you will need to attend your local RCMP or Police Detachment and fee's vary depending on your municipality.

**Please note: For the new Mobile Vendor Expanded Food Options Pilot, 20 permits will be issued on a first come, first served basis. All required documents must be submitted along with the application form before a permit will be issued. There is a cap of 20 permits for 2011, and a limit of one permit per business. This does not apply for permits being issued to companies submitting applications for packaged food operators such as Ice Cream Trucks.**

Before a Permit is issued, you will need to provide the following copies of your:

- Current Business Licence
- Proof of Liability Insurance
- Health Permit for the vehicle
- Motor Vehicle Insurance (if applicable)
- Annual Criminal Record Search Results for all Operators. Results of CRS will be mailed to Street's Administration Branch by the Vancouver Police Department or the RCMP.

## **Mobile Food Vending is not permitted:**

- on any night between the hours of 11:00pm and 7:00am
- on any street, west of Main Street, north of False Creek, in the downtown peninsula
- on any street adjacent to or within one City block of a school between the hours of 8:00am and 5:00pm, on any school day;
- on any roadway marked with longitudinal paint lines for the control of traffic;
- within 50 metres (165 feet) of any business selling any same or similar product or any user group selling concessions in a Park.

## **Mobile Vending Units must:**

- stop only while actively engaged in making a sale. When all customers have been served, if after 20 minutes there are no more customers, the mobile unit must move to a new location;
- be legally parked when stopped;
- maintain clean work and storage areas, present a neat appearance and provide a garbage receptacle for the use of their customers;
- have someone in attendance at all times.

## **Mobile Vending Sound Systems must:**

- be played at a level no higher than 65dBA when measured at 15 metres (50 feet) directly in front of the mobile unit;
- be set so the operator of the mobile unit cannot adjust it to a higher level;
- be shut off when the vehicle is stopped

## Mobile Food Vending Permit

The Mobile Food Vending Permit is non-transferable.

- The Mobile Food Vending Permit must be displayed to the public at all times.
- The Mobile Food Vending Permit remains the property of the City of Vancouver and must be surrendered immediately on the request of any City of Vancouver Official or member of the Vancouver Police Department.
- Failure to comply with any permit requirement may result in confiscation of goods, suspension and/or cancellation of Mobile Food Vending Permit.
- To receive a Mobile Food Vending Permit you and/or your operators must be legally entitled to work in Canada.

### Mobile Food Vendor Fees:

Motorized Unit (Truck)	\$ 278.30 + HST
Non-Motor Unit (Bike)	\$ 139.70 + HST
All Replacement Permits	\$ 20.00

### Mobile Food Vending Insurance Information

As a condition of being granted a Mobile Food Vending Permit, you are required to show "Proof of Liability Insurance" coverage which meets the following minimum requirements:

- Inclusive limit of \$2,000,000 P.L. and P.D., (Public Liability & Property Damage)
- Cross Liability Clause
- City of Vancouver named as an insured

A permit will not be granted until proof of satisfactory insurance has been received and approved.

### Contact Information

Alan Rockett, Street Activities Coordinator  
City of Vancouver  
5<sup>th</sup> floor, 507 W Broadway  
Vancouver, B.C.  
V5Z 0B4

Phone: 604. 829.2024  
Fax: 604. 873.7255  
Email: [alan.rockett@vancouver.ca](mailto:alan.rockett@vancouver.ca)



**MOBILE FOOD VENDING APPLICATION - ACCEPTED ANYTIME AFTER FEBRUARY 7<sup>TH</sup>, 2011**

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

Business Trade Name (DBA): \_\_\_\_\_

Business Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Contact: \_\_\_\_\_

The personal information on this form is collected under the authority of the *Freedom of Information and Protection of Privacy Act* for the purpose of permit holder verification. The permit holder's name will be treated as public information, but any other personal information we collect will only be released in accordance with the FIPPA or as required by law. Questions about how the FIPPA applies to this information can be directed to the Manager, Corporate Information and Privacy, 453 W 12th Ave, Vancouver BC V5Y 1V4.

Motorized Unit - Truck: \$ 278.30 + HST

Non-Motor Unit - Bike: \$ 139.70 + HST

All Replacement Permits/Decals: \$ 20.00

Paying By: Cash, Debit, Visa, Amex, MasterCard, Money order or Cheque

I hereby make application for a Mobile Food Vending Permit. I agree that I will indemnify and save harmless the City of Vancouver and its officials, officers, employees, servants and agents from all costs, losses, damages, compensation and expenses (including Counsel fees) of any nature whatsoever suffered or incurred by the City and sustained or caused by my occupation or possession of the Premises, and from all claims, demands, suits and judgements against the City and its officials, officers, employees, servants and agents, or either of them, on account of or in respect of the Premises or of the occupation or possession or use thereof by me or my servants, agents, contractors, licensees. I will comply with all City of Vancouver Guidelines, Laws and By-laws now in force or which may hereafter come into force in the City of Vancouver.

By signing below I understand that the Mobile Food Vending Permit is the property of the City of Vancouver and must be surrendered immediately upon request from any member of the Vancouver Police Department or Official from the City of Vancouver. I also understand the Mobile Food Vending Permit must be displayed in the vehicle at all times.

Owner/Authorized Signatory: \_\_\_\_\_  
Signature

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Please note, applications will not be accepted unless submitted with all required documentation. Permits will be issued on a first come, first served basis, after a complete application is submitted. A cap of 20 permits will be issued for new food trucks for 2011, with a maximum one permit per business. These regulations do not apply for companies submitting applications for packaged food operators such as Ice Cream Trucks.**