

City of Saginaw  
 Permit Department  
 205 Brenda Ln  
 Saginaw, Texas 76179  
 817-230-0453 Fax 817- 232-9868



City of Saginaw

Permit Date: \_\_\_\_\_  
 Permit #: \_\_\_\_\_  
 Total Fee: \$250.00  
 Receipt #: \_\_\_\_\_

**MOBILE FOOD UNIT ANNUAL PERMIT APPLICATION**

Annual Permit Fee (first location): 250.00 Additional Locations: no fee but must have permit for each location

**MOBILE FOOD UNIT & OWNER INFORMATION**

<b>Business Name:</b>		<b>Sales Tax ID:</b>	
<b>Type of Food:</b>			
<b>Owner Name:</b>			
<b>Mailing Address:</b>			
<b>Mailing City:</b>		<b>Mailing State:</b>	
<b>Phone:</b>		<b>Cell:</b>	
<b>E-Mail:</b>		<b>Website:</b>	

**MOBILE FOOD UNIT LOCATION INFORMATION**

<b>Location Address:</b>			
<b>Lot:</b>	<b>Block:</b>	<b>Addition:</b>	<b>Zoning:</b>
<b>Business Name:</b>			<b>CO#:</b>
<b>Property Owner Name:</b>			
<b>Property Owner Address:</b>			
<b>City:</b>		<b>State:</b>	
<b>Phone:</b>		<b>Cell:</b>	

**HOURS OF OPERATION (6 hour maximum & must be within the hours of operation of the business allowing restroom use)**

<b>Monday:</b>	<b>Friday:</b>
<b>Tuesday:</b>	<b>Saturday:</b>
<b>Wednesday:</b>	<b>Sunday:</b>
<b>Thursday:</b>	

<b>Applicant Signature:</b>	
<b>Printed Name:</b>	<b>Date:</b>

**REQUIRED DOCUMENTS (to be submitted with Mobile Food Unit Permit Application)**

- Site Plan depicting the location of the Mobile Food Unit on the site.
  - Mobile food units must be located on a paved surface
  - Mobile food units must be located within 500 feet of an existing permanent business with a CO.
  - Mobile food units shall not be located on a vacant lot.
- Notarized acknowledgement and acceptance of rules for operation.
- Property Owner's written permission allowing the operation of the Mobile Food Unit.
- Business Owner's written permission allowing the use of public restroom.
- Copy of \$1,000,000.00 liability insurance that covers the mobile food unit.
- Copy of Mobile Food Unit owner's driver's license, vehicle registration and vehicle insurance.
- Copy of Texas Sales Tax Permit.
- Copy of Tarrant County Health Department Mobile Unit Inspection report.
- Copy of Tarrant County Health Department Food Handler Cards for the owner and employees.
- Hold-harmless agreement (if located on city property)

<b>Application Accepted By:</b>	<b>Date:</b>
<b>Inspector Approval:</b>	<b>Date:</b>

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**MOBILE FOOD UNIT ANNUAL PERMIT APPLICATION**  
**Acknowledgement and acceptance of rules for operation (form must be notarized)**

As the owner of \_\_\_\_\_  
(Business Name of Mobile Food Unit)

I acknowledge and will follow all regulations and rules of operation including, but not limited to:

- The mobile food unit may only operate during the business hours of the on-site primary business, shall not be parked longer than six (6) hours, and shall be removed from the site on a daily basis.
- The operator of a mobile food unit shall have a valid vehicle registration, motor vehicle operator's license, proof of vehicle liability insurance, and a Texas Sales Tax Permit.
- The owner of a mobile food unit must maintain a minimum amount of \$1,000,000.00 liability insurance that covers the mobile food unit. Proof of such insurance coverage can be demanded to be provided to the city upon three (3) business days' notice to the owner.
- Mobile food units, their merchandise, advertising, or seating shall not obscure traffic sight visibility.
- Mobile food units shall not sell or serve food on any public street, sidewalk, or other public right-of-way unless approved in writing by the city.
- Mobile food units shall not operate in driveways or in fire lanes.
- Mobile food units shall not provide a drive-through service of any kind.
- All mobile food units shall be equipped with a self-closing, lidded trash receptacle that must be placed outside next to the mobile food unit for use by patrons.
- Temporary connections to potable water are prohibited. Gray water shall be contained on the unit and may not be discharged onto the ground or into the city sewer system, unless the mobile food unit is providing service at a mobile food unit park that has approved connections to city utilities. Electricity shall be from a generator or an electrical outlet via a portable cord that is in conformance with the Electrical Code as adopted by the City.
- Unless providing service in an approved mobile food unit park, a mobile food unit may provide outside seating consisting of only one (1) portable table with seating for a maximum of four (4) individuals.
- A mobile food unit may provide music at a level audible in its immediate vicinity.
- No more than three (3) mobile food units may be located on a site at any one time unless the mobile food units are providing service at a mobile food unit park approved by the city and all other City Code requirements are met.
- The owner of a mobile food unit that is to be located on city property must first enter into a hold-harmless agreement with the City of Saginaw.
- The owner and/or operator of a mobile food unit shall be responsible for obtaining all other applicable permits and shall be responsible for conforming to all applicable city, county, state, and federal regulations.

\_\_\_\_\_  
(Mobile Food Unit Owner Printed Name)

\_\_\_\_\_  
(Mobile Food Unit Owner Signature)

\_\_\_\_\_  
(Date)

SUBSCRIBED AND SWORN TO before me, the undersigned authority, by said Affiant on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for the State of Texas

Printed Name: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

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**MOBILE FOOD UNIT ANNUAL PERMIT APPLICATION  
PROPERTY OWNER & BUSINESS OWNER PERMISSION FORM  
(To be completed by property owner and/or business owner)**

**PROPERTY OWNER PERMISSION**

I am the property owner of \_\_\_\_\_  
(Address where Mobile Food Unit is to be located)

I authorize \_\_\_\_\_  
(Name of Mobile Food Unit owner/operator)

To operate \_\_\_\_\_ at this location.  
(Business Name of Mobile Food Unit)

I understand the permission is given on an annual basis, and I that no more than three (3) mobile food units may be located on this site at any one time, with a maximum of six (6) hours per unit per day.

\_\_\_\_\_  
(Property Owner Printed Name)

\_\_\_\_\_  
(Property Owner Signature)

**BUSINESS OWNER PERMISSION**

I am the business owner of \_\_\_\_\_  
(Name of business within 500 feet of where Mobile Food Unit is to be located)

Located at \_\_\_\_\_  
(Address of business within 500 feet of where Mobile Food Unit is to be located)

I authorize \_\_\_\_\_ 's  
(Business Name of Mobile Food Unit)

Owners, operators, and customers access to, and use of the commercially plumbed public restroom for a maximum of six (6) hours. The hours of operation of the above listed business are:

<b>Monday:</b>	<b>Friday:</b>
<b>Tuesday:</b>	<b>Saturday:</b>
<b>Wednesday:</b>	<b>Sunday:</b>
<b>Thursday:</b>	

\_\_\_\_\_  
(Business Owner Printed Name)

\_\_\_\_\_  
(Business Owner Signature)

**RELEASE OF LIABILITY/HOLD HARMLESS**

**IN CONSIDERATION FOR PERMISSION TO OPERATE A MOBILE FOOD TRUCK ON THE PROPERTY DESCRIBED IN EXHIBIT "A" ("PREMISES") FOR THE TIMES AND DATES INDICATED THEREIN, VENDOR, \_\_\_\_\_, RELEASES THE CITY OF SAGINAW, ITS OFFICERS, EMPLOYEES AND AGENTS FROM ANY AND ALL INJURY, LIABILITY, LOSS OR DAMAGE THAT MAY OCCUR TO REAL OR PERSONAL PROPERTY OR PERSONS, WHILE ON THE PREMISES. VENDOR HEREBY AGREES TO INDEMNIFY AND HOLD HARMLESS THE CITY OF SAGINAW FOR ANY ACTION OR LIABILITY WHICH MAY ARISE. I HAVE READ AND UNDERSTAND THE AGREEMENT AND WILL FOLLOW ALL TERMS OF THIS RELEASE/HOLD HARMLESS.**

Executed On - \_\_\_\_\_  
(DATE)

Vendor Company Name - \_\_\_\_\_

Authorized By - \_\_\_\_\_  
(PRINTED NAME)

Signature - \_\_\_\_\_