

\$175 Fee

If Special Event, \$100

Date Issued: _____

Permit #: _____

- Snow Cone Stand
- Food Stand
- Other

Town of Sunnyvale
 127 N. Collins Road
 972-203-4188



TEMPORARY MOBILE FOOD STAND PERMIT

A separate permit is required for each stand, booth, trailer, etc. Max ninety (90) day approval period. May be extended by Building Official for one (1) additional 90 day period per year. A copy of the permit is required on site.

Business / Vendor Name: _____

Responsible Person: _____ Phone #: _____

Beginning Date: _____ Ending Date: _____ Time of Operation: _____

Menu: List all items to be sold. Any changes must be submitted and approved by the Health Department prior to sale.

Food to be served	Source - Food purchased from
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____
4. _____	4. _____
5. _____	5. _____
6. _____	6. _____

Note: No home preparation or storage of foods allowed. Any food items served without approval may result in the temporary mobile vendor permit being suspended or revoked for non-compliance. Fire extinguishers are required for any cooking. All fire suppression equipment must have current inspection.

- Food prepared on site: Yes No
- Cooking equipment: Electrical Charcoal Propane Other: _____
- Describe hot holding equipment: _____
- Describe cold holding equipment: _____
- Describe mobile unit: Open Stand Enclosed Trailer Covered Stand Other: _____
- Floor surface for unit: Asphalt Concrete Plywood Other: _____
- Guidelines provided and followed: Yes

Signature of Applicant: _____ Date: _____

Printed Name: _____ Email: _____

	Approved By	Date	Comments
Development Services			
Dallas County Health			
Fire Department			

GUIDELINES FOR TEMPORARY MOBILE STAND PERMIT



- Allowed in non residential zoning districts EXCEPT when associated with a special event.
- No more than one (1) mobile vendor allowed on a lot or parcel EXCEPT when associated with a special event. A mobile vendor is not allowed on a vacant lot.
- Vendor must request a specific time period and note proposed food to be sold.
- A health permit is required. Must meet all requirements and pass Dallas County Health Service inspection.
- Permit application must include a site plan, showing the fire lane and proposed location of vendor unit.
- Kiosks, trailers and mobile vendor trucks must meet all applicable building code requirements, health code requirements and zoning ordinance requirements.
- Mobile Vendors may be located in a parking lot of a separate business or group of businesses but must provide a letter of permission from the property owner allowing use of the restroom facilities by the employees and patrons of the mobile vendor.
- Vendor, including all related appurtenances thereto, must be located outside of any required parking spaces for the businesses occupying permanent structures on and about the property on which the mobile unit is situated and outside of any and all fire lanes.



Bathroom Facility Approval

I hereby certify that I am the owner/lessee of _____(address of above)
And I am authorized to permit _____(Name of mobile vendor) to locate
a mobile vending unit at the above address to conduct business as a mobile vendor. The parking lot where
mobile vendor will place the vendor's mobile vending unit is a part of a:

Strip shopping center: _____

Freestanding business: _____, or

Other (please describe) _____.

I understand that by granting the above named mobile vendor permission to locate at this address, the Town
will issue the above named mobile vendor a Vendor Certificate of Occupancy, provided the mobile vendor
meets all other city requirements.

I certify that I have access parking spaces for occupancy by the mobile vending unit or the mobile vendor will
not occupy required parking spaces.

I also hereby authorize access by the City to the property for the purpose of performing a site inspection in
anticipation of a Vendor Certificate of Occupancy being issued.

Vendor Signature

Printed Name

Date

Business Owner Signature

Printed Name

Notary Signature & Seal

** Please complete this form in its entirety prior to signing and notarizing or document will not be accepted **