



Today's Date: _____
Permit # _____

VILLAGE OF MANTENO
APPLICATION FOR ITINERANT/TRANSIENT MERCHANT/ FOOD TRUCK PERMIT
Please Print

Name of Applicant: (First/Last) _____ M.I. _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Date of Birth: _____ Last Four of SS# _____

Name of Business and Permanent Business Address: _____

Name and Resident Address of Any Officers, Stockholders, Owners, Members, Managers, and Partners: _____

Name and Residential Address of each person employed that is to or may engage in business on merchant's behalf: _____

License Plate#: _____ (Copy of Registration, Proof of Insurance and Photos of front, side and rear of mobile food truck)

Provide the permanent address of the commercial kitchen, commissary, or shared kitchen where any food or foodstuff is cooked/prepared when not cooked/prepared in the mobile food truck: _____

Type of License Applying for: ITINERANT / TRANSIENT / FOOD TRUCK (circle one)

Brief Description of the Merchandise or Commodity being sold and a complete inventory of goods, wares, merchandise, products, food and / or beverages being sold: _____

Location where Merchandise or Commodity will be sold: _____

Address: _____

Name of person and written proof of who granted permission to sell on the private property: _____

Phone Number: _____

Any person who desires to engage or conduct business as an Itinerant Merchant / Transient Merchant / or Food Truck Vendor shall have a criminal history check done by the Manteno Police Department at cost of \$50.00.

Has the Applicant ever had a permit denied, suspended or revoked for noncompliance with the Village of Manteno Code: YES or NO (circle one)

Please list and provide a copy of any license or permit which, under federal, state or local law, the applicant is required to have in order to conduct the proposed business. (i.e. Food License)

Provide a copy of your Retailers' Occupational Tax Certificate.

Dates Requested to sell: _____

FEE: \$100.00 per week (seven consecutive days)

HOURS: MONDAY – SUNDAY 6:00 A.M – 9:00 P.M.

I acknowledge that the information stated above is true to the best of my knowledge. I, further agree that if approved for an Itinerant Merchant Permit / Transient Merchant / or Food Truck Vendor license, I will post the license, so it is visible to my customers.

Signature of Applicant: _____

Office Use Only

Type of Form Used to Verify Identification: Driver's License State: _____

State ID Card State: _____

Registration and Proof of Insurance _____

Pictures of Front, Side and Back of Truck _____

Written Proof of Permission from Property Owner _____

Proof of Criminal History Check _____

Copy of Business License _____

Copy of Tax Certificate _____

Name and Resident Address of Any Officers, _____

Stockholders, Owners, Members, Managers, and Partners: _____

Name and Residential Address of Each Person Employed _____

that is to or May Engage in Business on Merchant's Behalf _____

Permit: Approved or Denied (*circle one*) Date: _____

Reason for denial _____

Postmark Date Clerk Mailed the Denial Letter _____

Fee Paid: _____ Check _____ Cash _____ CC _____ Date: _____

VILLAGE CLERK SIGNATURE _____

POLICE DEPARTMENT SIGNATURE _____

3-7-7: ITINERANT AND TRANSIENT MERCHANT OPERATIONS: No person who has been granted a license as an itinerant merchant or transient merchant shall:

- (a) sell or deliver, or attempt to sell or deliver, any goods, wares, merchandise, product, or food by any fraudulent or deceptive means or practices;
- (b) sell or deliver, or attempt to sell or deliver, any goods, wares, merchandise, product, or food which are not identified in the inventory provided to the Village, that are not owned by the licensee or by the licensee's principal or employer, or which have been stolen from another person;
- (c) remain on private property after being asked to leave by a person with apparent authority thereover;
- (d) insist upon showing, selling, or delivering any goods, wares, merchandise, product, or food to any person after being informed that such person does not want them or wish to purchase them;
- (e) leave any trash or debris from business operations or customers within one (100') feet of such operations;
- (f) excepting transient merchants, sell or deliver, or attempt to sell or deliver, any food or beverage;
- (g) operate on any vacant lot except that a licensed transient merchant may operate on a vacant lot to display and sell whole and raw fruits, vegetables, beans, nuts, seeds, and/or plants, flowers, trees, and other forms of vegetation;
- (h) sell or deliver, or attempt to sell or deliver, any food or beverage excepting whole and raw fruits, vegetables, beans, nuts, and/or seeds;
- (i) tap into or use any utility or source of power without the written permission of the owner of thereof;
- (j) use or maintain any sound amplifying equipment or noise making apparatus that exceeds seventy-five (75) decibels measured from ten (10') feet away;
- (k) operate following the lapse or invalidity of any authority or documentation required to be provided and maintained as a part of the licensing process;
- (l) fail to report and pay when due any tax owing to the Village or the state;
- (m) operate within a residentially zoned area except in a public park or public square;
- (n) operate on or upon any public street;
- (o) operate in or from any movable, motorized, wheeled or towed vehicle;
- (p) operate in such a manner so as to create a public nuisance, constitute a breach of the peace, or endanger the health, safety or welfare of others; or,
- (q) violate any other federal, state, county or local law, statute, ordinance, rule, regulation, order and decree of any court or an administrative body or tribunal, order or determination of any governmental authority, while engaging in business.

3-7-8: MOBILE FOOD TRUCK VENDOR OPERATIONS: No person who has been granted a license as a mobile food truck vendor shall:

- (a) operate within two (200') feet of a restaurant or other food service establishment.
- (b) operate within two hundred (200') feet of another mobile food truck;
- (c) operate at or within five (500') feet of such special event unless written consent or permission to do so is obtained from the event operator, and a copy provided to the Village Clerk;
- (d) operate between the hours of 9:00 p.m. and 6:00 a.m.;
- (e) tap into or use any utility or source of power external to the mobile food truck;
- (f) use or maintain any sound amplifying equipment or noise making apparatus while moving;
- (g) use or maintain any sound amplifying equipment or noise making apparatus that exceeds seventy-five (75) decibels measured from ten (10') feet away when stationary;
- (h) place or use signage that is not permanently affixed to the mobile food truck;
- (i) fail to provide at least one (1) trash collection receptacle at its operating location or fail to properly dispose of the trash in that receptacle as appropriate and at the end of daily operations. The licensee shall also be responsible for collecting and disposing of all trash and debris within one hundred (100') feet of the mobile food truck operating location prior to leaving such location;
- (j) sell or serve food from a mobile food truck that has been cooked/prepared in a residential home. All operators must work in conjunction with a commercial kitchen, commissary, or shared kitchen to cook/prepare food that is not cooked/prepared in the mobile food truck;
- (k) take orders, accept payment, sell, store, prepare/cook or serve food from any area outside of the mobile food truck. Operations from tables, booths, stands, or other areas outside of the mobile food truck shall be prohibited;
- (l) operate within a residentially zoned area or a public street adjacent to a residentially zoned area unless on or from an improved off-street parking lot of a public park or public square;
- (m) operate from a fixed location on a public street for less than thirty (30) minutes or more than four (4) hours. A licensee shall move not less than five hundred (500) feet from any fixed location that it has operated for more than thirty (30) minutes. No operator shall return to any prohibited zone for a period of two (2) hours after it has moved;
- (n) operate on a public street with the service window or door being any further than two (2') feet from a curb opposite all lanes of traffic;
- (o) take orders, accept payment, sell, or serve food or beverage on a public street from a service window or door that does not directly face a curb;
- (p) operate or park on any public street so as to block, obstruct, or otherwise interfere with vehicular, bicycle, or pedestrian traffic flow;
- (q) operate on a public street in an area where parking is unlawful or not permitted;
- (r) leave unattended any mobile food truck on any public street;
- (s) operate on any private property without the permission of the property owner;
- (t) operate on any private property if the licensee, or any of its officers, stockholders, owners, members, managers, partners, or employees owns the property, or is or is related to an officer, stockholder, owner, member, manager, partner, or employee of, any person that has any legal, equitable, or proprietary interest in the property;
- (u) operate on any private property that is a vacant lot;
- (v) operate on any private property except from an improved surface meeting the requirements for off-street parking;
- (w) operate on the same private property more than two (2) days per week;
- (x) leave unattended or parked overnight any mobile food truck on private property that the licensee does not own;
- (y) operate from a mobile food truck not identified as a part of the application process;
- (z) operate following the lapse or invalidity of any authority or documentation required to be provided and maintained as a part of the licensing process;
- (aa) fail to report and pay when due any tax owing to the Village or the state;
- (bb) conduct business operations in such a manner so as to create a public nuisance, constitute a breach of the peace, or endanger the health, safety or welfare of others; or,
- (cc) violate any other federal, state, county or local law, statute, ordinance, rule, regulation, order and decree of any court or an administrative body or tribunal, order or determination of any governmental authority, while engaging in business.