



Delano
MINNESOTA

City of Delano
234 2nd Street North, PO Box 108
Delano, MN 55328
763-972-0550
Fax: 763-972-6174
foodtruck@delanomin.gov

MOBILE FOOD UNIT (MFU) – LICENSE APPLICATION
Cost: \$10/day for each location

Mobile Food Units licenses issued by the City require approval from the Delano City Council. Licenses are issued on an event basis, and permit MFUs to operate at up to four locations in the community during the course of the year, not to exceed twenty-one (21) days per location. **Applications and payment must be submitted to the City of Delano no later than Wednesday prior to the event.** All applications received after this date will not be issued. No exceptions. Completed applications can be emailed to: foodtruck@delanomin.gov

1. APPLICANT INFORMATION

Business Name: _____
Applicant's Legal Name: _____
Street Address: _____
City: _____ State: _____ Zip: _____
Is this your permanent address? ☐ Yes ☐ No If no, please provide permanent address:
Permanent Address: _____
City: _____ State: _____ Zip: _____
Daytime Phone: _____ Cell Phone: _____
Email: _____

2. FOOD AND LOCATION

Describe the food that will be sold:

Are you licensed by the MN Health Department? ☐ Yes ☐ No *Please provide a copy of license.

List the address and describe the location(s) where food will be sold:

The applicant has my permission to sell on my property:

Property Owner Printed Name Property Owner Signature Date

Vehicle description:

Make: _____ Model: _____ Year: _____ Color: _____ Plate: _____

Certificate of insurance attached per City Code Section 401.01, Subd. 4: ☐ Yes ☐ No

3. HOURS AND DURATION OF SALES

Mobile Food Unit Operations shall be prohibited between the hours of 10:00 p.m. and 7:00 a.m. No single MFU shall operate at the site for more than twenty-one (21) days at a time.

Vendors operating during the Fourth of July Celebration must be approved by the 4th of July Committee and receive a license from the City of Delano.

List the hours and dates you will be in operation:

4. CRIMINAL BACKGROUND

Have you ever been convicted of a crime, misdemeanor, or violation of any ordinances related to this type of business? If so, provide details, location(s), and date(s):

**** All ice cream vendors are required to undergo a criminal background investigation and complete the background consent form.****

5. FEES & PAYMENT

☐ Daily fee: \$10.00/day per location.

Payments: Applications and payments must be submitted to the City of Delano no later than Wednesday before the event. Payments can be made in person at Delano City Hall during normal business hours. Payments can also be made by mail or by phone:

Check	Credit Card Payment	Cash:
<i>Mail Payment to:</i> Delano City Hall Attn: Food Truck Licensing 234 2 nd Street North PO Box 108 Delano, MN 55328	<i>To make payment by phone, please call:</i> 763-972-0550 **Additional convenience fee of 2.85%; a minimum charge of \$1.50 for use of credit cards**	<i>Cash payments made in person:</i> Delano City Hall 234 2 nd Street North Delano, MN 55328 **Please note City offices are open until 12:00 noon on Fridays. Closed on the weekends.**

6. APPLICANT SIGNATURE:

- ☐ I have fully read and understand the city code regarding Mobile Food Units (MFU) in its entirety, and agree to respect and obey all regulations of Delano's city code regarding the regulations concerning MFU

Signature of Applicant

Date

Staff Use Only:

Date App. Received:	Amount Paid:	Receipt No.:
Council Meeting Date:	Approved Dates:	Permit Number:
Issued Date:	Staff Signature:	

NOTICE TO APPLICANT:

In the course of your application for a license under Delano's General Licensing requirement, you may be asked to supply non-public data. The purpose and intended use of this data is to provide a means for the city to evaluate whether you comply with the application requirements for the general license application. You may refuse to supply the requested data, but this may result in an incomplete application which may result in your application being denied. This non-public data may be reviewed by the City of Delano, employees of the City of Delano who are assigned to review such information, and the City of Delano's legal consultant. In addition, this data may be reviewed by specific advisory boards and subcommittees of the City of Delano, who assist the City in evaluating your application. You hereby agree to release the data to those boards and subcommittees to effectuate that review.

Failure to complete, supply, or falsify any or all information contained within this application will result in a delay, denial, or revocation of your license and/or application.

The undersigned, an applicant for a license under the rules and regulations of the City of Delano, understands and consents to the release and use of private or confidential data, as described above and acknowledges receipt of a copy of excerpts of City Code, Chapter 4, Public Protection and General Licensing.

Also, the undersigned do hereby agree to defend, indemnify, and hold harmless, the City of Delano, its officers, employees, and agents, for any claims, causes of action, lawsuits, losses, or expenses, including reasonable attorney's fees and costs, on account of bodily injury, sickness, disease, death, and property damage as the result of any action of the undersigned.

Applicant Signature

Date