



## FOOD VENDOR PERMIT APPLICATION

69 PINEDALE SOUTH ROAD / PO BOX 709

PINEDALE WYOMING 82941

PHONE (307) 367-4136 FAX (307) 367-2578

[info@townofpinedale.us](mailto:info@townofpinedale.us)

### PERMITS ARE REQUIRED FOR:

- FOOD STAND-A stand for use at one designated fixed temporary location utilized to provide food items for sale to the public.
- FOOD TRUCK/TRAILER-A vehicle or vehicular-pulled trailer utilized to provide food for sale to the public.
- ICE CREAM TRUCK-A vehicle from which the operator sells only pre-packaged frozen dairy or water based food products and pre-packaged beverages. For purposes of this article, a non-motorized cart from which such products are sold shall be considered an ice cream truck.

### NOTES

- Food Stands and/or Food Trucks/Trailers shall comply with all applicable Wyoming Statutes and regulations.
- Food Stands and/or Food Trucks/Trailers may only be operated on public or private property zoned C-1 or C-2, and then only with written permission, and may not be operated upon any public sidewalk, street, alley or right-of-way unless otherwise allowed. Written permission of the owner of the public or private property where operations are being maintained shall be in the possession of the operator at all times.
- Ice cream trucks may be operated on public or private property zoned C-1 or C-2 with written permission. Written permission of the owner of the public or private property where operations are being maintained shall be in the possession of the operator at all times.
- Ice cream trucks may operate for sales to the public from all public streets, alleys and rights-of-way except for Pine Street for no more than 15 minutes before relocating to another location not less than one block from the previous location. When operating from public streets, alleys and rights-of-way, an Ice Cream Truck must obey all State and Town statutes and ordinances. Ice Cream Trucks may not operate on any other property owned by the Town unless otherwise allowed.
- All persons conducting food sales from Food Stands and/or Food Trucks/Trailers will be responsible for maintaining the sidewalk, street or premises adjacent to such Food Stands and/or Food Trucks/Trailers free from any rubbish, refuse and/or liquid waste resulting from use of the premises. Rubbish, refuse and/or liquid waste must be disposed of in a proper manner. Operations shall not impede traffic or parking.
- Food Stands, Food Trucks/Trailers and/or Ice Cream Trucks operating and authorized as part of Rendezvous, Farmers' Markets or other Town permitted events shall be operated and allowed under the event's conditions and restrictions.
- Operations of Food Stands and/or Food Trucks/Trailers shall require a permit. Applications may be approved and issued by staff. Permit cost and length shall be set by resolution.
- Food trucks shall not disrupt traffic, parking, pedestrians or other businesses. If there is a problem or a complaint, a Town employee shall have the authority to ask the permittee to move to a more suitable location. Failure to move shall result in a violation of this ordinance and the permit may be terminated at that time by the Mayor or a designated representative. Reinstatement of the permit shall be by the Town Council after a public hearing.
- Location on Town property must be approved by the Mayor and or the Town Council.

### APPLICATION REQUIREMENTS

Completed Food Vendor Application & fees

Copy of the applicable food license

### TOWN REVIEW TIME

All applicable materials and fees shall be submitted prior to issuance of the food vendor permit. Once all applicable materials are received, allow 1-2 days for processing.

### FOOD VENDOR PERMIT APPLICATION FEE

The food vendor permit fee is set by resolution, refer to [townofpinedale.us](http://townofpinedale.us) or contact the Town for the current fees.



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<b>APPLICANT INFORMATION</b>	BUSINESS OWNER:			
	MAILING ADDRESS:	CITY:	STATE:	ZIP CODE:
	PHONE:	EMAIL:		
	OPERATOR CONTACT NAME & PHONE (IF DIFFERENT FROM ABOVE):			

<b>DESCRIPTION</b>	LOCATION OF OPERATION:
	ZONE DISTRICT:
	DESCRIPTION OF BUSINESS:
	DATES OF OPERATION:
	<u>CHECK ONE:</u>
	<input type="checkbox"/> LOCATION IS ON PRIVATE PROPERTY. PROPERTY OWNER CONTACT INFORMATION AND PERMISSION LETTER INCLUDED. PERMIT CAN BE ISSUED BY STAFF. <input type="checkbox"/> LOCATION IS ON PUBLIC PROPERTY. TOWN COUNCIL APPROVAL IS REQUIRED PRIOR TO PERMIT ISSUANCE.
Town Council Date, determined by staff, if required: _____	

*I hereby acknowledge that I have read this application and stated that the information contained herein is accurate to the best of my knowledge and agree to comply with all Town Ordinances and State Laws. I understand that if violation of this ordinance occurs, the permit may be terminated at that time by the Mayor or a designated representative. Reinstatement of the permit shall be by the Town Council after a public hearing.*

*By signing below, the applicant certifies that they are authorized by the owner to act as their agent.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

## TOWN OF PINEDALE USE ONLY

PAYMENT:	CASH	CHECK# _____	CREDIT/DEBIT	MONEY ORDER
Permit Number: _____				
Date Issued: _____				
Date of Expiration: _____				
Issued By: _____				