Food Truck Business License Application Check List

All appropriate documents must accompany the application. A food truck license will expire upon expiration of a health department food truck permit or a fire safety inspection, whichever. A separate license is required for each food truck.

COMPLETED THE CHECKLIST BELOW

1. □ Complete a food truck business license application
2. □ Provide a current health department food truck permit; and
3. □ Provide a current fire safety inspection
4. □ OR provide a copy of a current business license from another Utah political subdivision
NEW BUSINESS COMPLIANCE INFORMATION

NOTE: This list may not be complete, depending upon your business type, in some cases some or none may apply. Please contact the agencies listed for help in deciding which items will apply to your specific business situation. It is the responsibility of the owner/manager to seek out any other governmental agencies involved in the regulations of their business. Please keep in mind that this is a guideline only.

STATE TAX INFORMATION
For information related to Income Tax, State Sales Tax, Use Taxes and other applicable state taxes, contact the State Tax Commission.

    210 N. 1950 W., Salt Lake City, Utah 84134
    Phone: 801-297-2200

FEDERAL EMPLOYER’S TAX ID NUMBER & FEDERAL TAX INFORMATION
Contact the IRS for information related to income, excise, self employment, tip credits and other federal taxes. Every person who pays wages to one or more employees, or is required to file federal reports, must apply for a tax number. The IRS also provides a business tax kit and tax seminar for businesses. The seminar will provide you with basic instructions and forms. Sole proprietors, with no employees, may use their social security number in lieu of an EIN number. If you have questions, please contact the IRS.

    50 S. 200 E., Salt Lake City, Utah 84111
    Phone: 1-800-829-1040

REGISTRATION OF A BUSINESS NAME / CORPORATIONS
All persons or partnerships doing business in Utah under an assumed business name must register with the Secretary of State. Corporations, LLC’s, etc. must file articles and name registration. (Exceptions: Federally Chartered Banks, Sovereign Nations, & Insurance Agents)

    Department of Commerce: Heber M. Wells Building
    160 E. 300 S. Salt Lake City, Utah 84111
    Phone: 801-530-4849
    Cost: Corp. Filing Fee $52.00    Registration of Name: $22.00

STATE BUSINESS LICENSING
Under certain circumstances, a special state business license may be required for your business. Consult with The Utah Department of Registration for more information. A state license does not exempt the business from obtaining a local business license.

    Heber M. Wells Building
    160 E. 300 S., Salt Lake City, Utah 84111
    Phone: 801-530-6628

FOR VEHICLE LICENSES, i.e.: DEALERS, AUTO BODY WORK, ETC. CONTACT THE UTAH STATE DIVISION OF MOTOR VEHICLE ENFORCEMENT.

    210 N. 1950 W., Salt Lake City, Utah 84134
    Phone: 801-297-2600

SALT LAKE COUNTY HEALTH DEPARTMENT
Salt Lake County Health Department has requirements for newly licensed and permitted establishments such as: Cosmetology, Day Cares, Massage, Tanning facilities, Hotels/Motels, Restaurants and other food and drink establishments. (Ownership changes are considered newly licensed & are required to be approved prior to beginning or continuing business). Please contact the Health Department for information.

    788 E. Wood Oak Lane (5380 South), Murray Utah 84107
    Phone: Food Protection: 385-468-3845 (Restaurants, Bars, Food Services)
    All Other Departments: 385-468-3835 (All Other Issues: Sanitation, Salons, Etc.)
    Prepackaged Consumption Items: Contact the Dept. of Agriculture: 801-538-7124
SAFETY REGULATIONS
Contact the Utah Labor Commission, Division of Occupational Safety and Health (Utah OSHA):

Heber M. Wells Building
160 E. 300 S. 3rd Floor, Salt Lake City, Utah 84111
Phone: 801-530-6901 or 1-800-530-5090
www.laborcommission.utah.gov

PROPERTY TAXES
Property taxes are levied on land, buildings & equipment used in a business. Please contact the Salt Lake County Treasurer for information:

2100 S. State Street, Salt Lake City, Utah 84190
Phone: 801-468-3050

UNEMPLOYMENT INSURANCE
Unemployment insurance, both state & federal, is generally required in firms with one or more employees. For information, contact the Department of Workforce Services - DWS.

140 East 300 South, Salt Lake City, Utah 84145
Phone: 1-800-222-2857

WORKERS COMPENSATION INSURANCE
Workers compensation insurance is required of all employers. This insurance may be obtained from private companies or the Worker's Compensation Fund. For information, contact The Utah Labor Commission, Division of Industrial Accidents. Businesses without employees may be required to complete an exclusion policy or worker’s compensation waiver. For more information:

Heber M. Wells Bldg.
160 East 300 South 3rd Floor, Salt Lake City, Utah 84111
Phone: 801-530-6901 or 1-800-530-5090
www.laborcommission.utah.gov

MINIMUM WAGE LAW
Many businesses are subject to federal minimum wage, overtime and child labor law regulations. For information, contact the U.S. Department of Labor, Wage & Hour Division:

Salt Lake City District Office
Eagle Gate Plaza & Tower
60 East South Temple Street, Suite 575
Salt Lake City, Utah 84111-1016
Phone: 801-524-5706 or 1-866-4-USWAGE (1-866-487-9243)

For businesses not under federal jurisdiction, please contact the Utah Labor Commission – Wage Claim Unit:

Heber M. Wells Bldg.
160 East 300 South 3rd Floor, Salt Lake City, Utah 84111
Phone: 801-530-6901 or 1-800-530-5090
www.laborcommission.utah.gov

ADDITIONAL RELATED PHONE NUMBERS:

Better Business Bureau 801-892-6009
Bureau of Child Care Licensing 801-538-9288
Division of Consumer Protection 801-530-6601
Department of Motor Vehicles 801-297-2600
DABC (Alcohol Licensing) 801-977-6800
BCI (Background Investigations) 801-965-4445 3888 W 5400 S, West Valley City, Utah (FBI check)
Insurance Division 801-538-3800
MOBILE FOOD TRUCK BUSINESS LICENSE APPLICATION

**OFFICIAL USE ONLY**

<table>
<thead>
<tr>
<th>License Number:</th>
<th>☐ New Application</th>
<th>☐ Other</th>
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<tr>
<td>Approvals</td>
<td>Health: _________ Date: _______</td>
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<tr>
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<td>Fire: _______ Date: _______</td>
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<td>Notes: __________</td>
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Ownership: ☐ Sole Proprietor ☐ Partnership ☐ LLC ☐ Corporation

*Corporations, LLC & Partnerships must prove a Corporation Officers, Partners, Members and Directors.

Is Business Name Registered with the State: ☐ Yes ☐ No

Federal Tax ID#/SS# ____________________________

Mobile Food Truck Name:

DBA Name (if applicable):

Business Mailing Address (if different):

Business Phone: E-Mail Address:

Detailed description of Business:

Emergency Contact: Phone:

Information of Owner, Partner, or Corporate Officers

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<thead>
<tr>
<th>Name:</th>
<th>Title:</th>
<th>Name:</th>
<th>Title:</th>
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<td>ID Number:</td>
<td>DOB</td>
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<td>Phone:</td>
<td>E-Mail:</td>
<td>Phone:</td>
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</table>

Does your business have more than ONE mobile food truck? ☐ YES ☐ NO

If yes, each mobile food truck must obtain a separate business license.

UTAH MOTOR VEHICLE ENFORCEMENT DIVISION (DMV) REGISTRATION

Make/Model: License Plate #: VIN#

Vehicle Weight: Vehicle Width: Vehicle Length:

SALT LAKE VALLEY HEALTH DEPARTMENT Health Department permit #

The foregoing information is correct to the best of my knowledge. I am aware that this application does not authorize conducting business until approved.

By Midvale City and a license has been issued. I also agree to conduct said business strictly in accordance with the laws and ordinances covering such business, and that no other type of business will be conducted other than what has been stated above. It is the responsibility of the licensee to renew the license. Failure to receive notice does not excuse this responsibility.

Signature __________________________ Title _______________ Date _______________
MOBILE FOOD TRUCK REQUIREMENTS AND RESTRICTIONS
Full Code can be viewed at Midvale Municipal Code Section 5.36

“Food Truck” is a self-contained vehicle that is designed to serve food or beverages and can be moved from one location to another without dissembling. The term “mobile food truck” shall not include vending carts or mobile ice cream vendors.

No person shall operate a food truck without first having obtained a business license.

Mobile food trucks are allowed to operate on private property in non-residential zones subject to the following regulations:

Prohibited Acts:

1. A food truck may only engage in the vending of food, beverages, and merchandise branded with the food truck’s logo, name, or mark. A food truck may not engage in the vending of other merchandise, professional or personal services, or alcoholic beverages.
2. A food truck and any related accessories may not obstruct or impede pedestrian or vehicular traffic, access to and from driveways, or clear vision lines for vehicle drivers.
3. A food truck may only engage in vending to pedestrians. A food truck may not provide drive-thru or drive-in service.
4. A food truck may not engage in vending to any customer that is located in any portion of the right-of-way.

Operations:

1. A food truck may only operate between 6 AM and 10 PM except as authorized by the City.
2. A food truck may not park or engage in vending on City-owned property, except as authorized by the City.
3. A food truck must provide trash receptacles for its patrons while engaged in vending.
4. A food truck and its immediate vicinity must be kept in clean, attractive, and good operating condition.
5. A food truck may only use signs to advertise if such signs are physically attached to the food truck.
6. A food truck may not idle while operating.
7. A food truck may play music subject Midvale Municipal Code Chapter 8.01 A “Noise Control”

Written permission from the property is required to operate on private property or you may be cited for trespassing. This written consent shall be available on-site with the operator at all times.