



# ITINERANT VENDOR PERMIT APPLICATION

### NOTICE:

**\*State approved Food Managers/Food Handlers Certifications are to be always maintained on-site.**  
Permit application may be submitted by email at [planning@weatherfordtx.gov](mailto:planning@weatherfordtx.gov). Fees may be paid over the phone at (817) 598-4284.

### Itinerant Vendor Permit (Step 1 of 2)

- 30 Day Permit [\$150]** (30 days from start date on application.)
- Annual Permit [\$600]** (Valid until March 01 of the following calendar year.)
  - Additional Unit(s) Annual Permit [\$50/unit]** (Valid until March 01 of the following calendar year.) \* Ownership information must match\*
- Annual Permit with Existing Permanent Food Establishment Permit [\$300]** (Valid until March 01 of the following calendar year.)

Food Truck in conjunction with existing Permanent Food Establishment within City of Weatherford. Name of brick & mortar

Permanent Food Establishment: \_\_\_\_\_  
\* Ownership information must match\*

### Health Inspection (Step 2 of 2)

- Mobile Food Vendor (New)**
  - Existing Health Inspection within the State of Texas [\$0] (Must provide recent (3 months) Inspection Record with application)
  - No proof of current Health Inspection in the State of Texas [\$150] (City of Weatherford will schedule a health inspection)
- Mobile Food Vendor (Renewal)**
  - Existing Health Inspection within the State of Texas [\$0] (Must provide Inspection Record with application)
  - No proof of current Health Inspections in the State of Texas [\$150] (City of Weatherford will schedule a health inspection)

Applicant: \_\_\_\_\_ Establishment Name: \_\_\_\_\_

Street Address/Location: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Owner(s) Name: \_\_\_\_\_ Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Permit or application shall be readily available for inspection by the public wherever food services are rendered.  
An additional fee of \$200 will be imposed for anyone operating without a valid permit.

### Application Supporting Documents Checklist

- State approved Food Managers/Food Handlers Certification - Must be always maintained on-site.
- Commissary Information and Location – As applicable.
- Menu

**LICENSE HOLDER INFORMATION:** Please enter the 11 digit State Tax Payer's Identification number on file with the Texas Comptroller of Public Accounts. Also your 9 digit Federal Employee Identification Number (EIN).

Tax Payer #

EIN #

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With the signing and submittal of this application the applicant agrees to follow all City Ordinances and applicable State and local health codes and regulations. Applicant acknowledges that businesses are required by state law to collect and pay sales tax.

I, \_\_\_\_\_, as owner or duly authorized officer for the above referenced business, hereby confirm that all the information included in this application is true and correct to the best of my knowledge.

Applicant Signature: \_\_\_\_\_

## SEC. 12-5-101(C) FOOD TRUCK REGULATIONS

1. **Permit Required.** No food truck shall operate without a permit approved by the Planning Director to operate on private property for the duration specified on the permit. Application for a food truck shall be made on a form provided by the Planning Director and shall include all information required thereupon and any applicable fees.
2. **Quality Standards**
  - a. Food trucks shall be located only on property for which eating establishments are an approved use.
  - b. Food trucks shall be operable vehicles with current registration and verifiable insurance.
  - c. Food trucks and all required parking shall be located on an approved all-weather surface adequate to support the anticipated loads and traffic for the intended use. No food truck may be parked on unimproved surfaces such as dirt, grass, or loose gravel.
  - d. All sites containing a food truck shall provide a continuous, unobstructed, all-weather surface route to a public street for the food truck as well as other motor vehicles and pedestrians accessing the site.
  - e. Parking areas shall not encroach on any public right-of-way, including streets, sidewalks, or multiuse paths or trails. Drive aisles and queueing lanes for onsite circulation and/or maneuvering shall likewise be provided outside of the public right-of-way.
  - f. All food truck and parking areas shall be illuminated when operated during any hours between sunset and sunrise and are subject to the performance standards of this title.
3. **Quantity Standards.**
  - a. A maximum of two (2) permits may be issued for food trucks at one time on any property.
  - b. A maximum of ten (10) permits may be issued for food trucks at one time within an approved food truck court.
  - c. The Planning Director may approve temporary food trucks exceeding these maximums under a Special Event permit.
  - d. Minimum parking requirements. A minimum of two off-street parking spaces shall be provided for each food truck, except that food truck courts shall be required to meet the minimum parking for Eating and Drinking Establishments provided in the Parking and Loading section of this title. These requirements shall not apply in the CBD Central Business District and CN Central Neighborhood District.