



City of Merriam, Kansas  
 9001 W. 62<sup>nd</sup> St.  
 Merriam, KS 66202  
 913.322.5500

## Mobile Food Vendor Permit Application

| OWNER INFORMATION  |     |            |  |
|--|-----|------------|--|
| Name   |     |            |  |
| Street Address   |     |            |  |
| City/State/Zip   |     |            |  |
| Business Phone   |     | Cell Phone |  |
| Email Address  |     |            |  |
| LOCATION / EVENT INFORMATION   |     |            |  |
| Street Address of location:  |     |            |  |
| Is this application for a City approved event (Block Party, Parks & Rec event) | YES | NO         |  |
| Fire Safety inspection approved?   | YES | NO         |  |
| Will you be serving Alcoholic beverages?                                       | YES | NO         |  |
| Do you have permission from the property owner to vend at this location?       | YES | NO         |  |
| Property Owner:  |     |            |  |
| Property Owner Phone:  |     |            |  |
| Property Owner email:  |     |            |  |
| Dates and time of event:   |     |            |  |
| BUSINESS INFORMATION   |     |            |  |
| Business Name:   |     |            |  |
| Business Address:  |     |            |  |
| Business email   |     |            |  |
| Business web address   |     |            |  |
| Kansas Food Establishment License #:   |     |            |  |
| License expiration date:   |     |            |  |
|  |     |            |  |

Merriam Code, Chapter 14, Article VI contains “Operating Conditions” for Mobile Food Vendors. In order to be approved, a Mobile Food Vendor must comply with all of the following conditions.

By initialing the following statements, you are declaring that you will abide by all the conditions listed below and in Merriam Code.

| LIMITATIONS   | INITIALS |
|---|----------|
| <ul style="list-style-type: none"> <li>Mobile food units may not be parked on or vend from any city owned property or public right-of-way or street.</li> </ul>   |          |
| <ul style="list-style-type: none"> <li>Mobile food units may not be parked where a line of customers would hinder the flow of street traffic, bicycles within a bike lane or route, or pedestrians on a sidewalk.</li> </ul>  |          |
| <ul style="list-style-type: none"> <li>No accessible route providing access to persons with disabilities may be blocked or reduced to less than 5 feet in width.</li> </ul>   |          |
| <ul style="list-style-type: none"> <li>Vendor operations must occur on paved surfaces.</li> </ul>   |          |
| <ul style="list-style-type: none"> <li>No mobile food vendor may vend within 150 feet radius of the main entrance to a brick and mortar restaurant during the posted business hours of such restaurant, unless mobile food truck vendor has written permission from the restaurant owner. Written permission must be available for inspection.</li> </ul> |          |
| <ul style="list-style-type: none"> <li>Mobile food vendors are prohibited from offering food or beverages for sale from the same location for more than 4 hours per day or more than 3 consecutive days in a calendar month or before</li> </ul>  |          |
| <ul style="list-style-type: none"> <li>No sign or device may be erected, placed, installed, and/or maintained in association with the mobile food unit except for signage on the mobile food unit. Mounted signage on the mobile unit shall not exceed the unit dimensions by more than 1 foot in any direction.</li> </ul>                               |          |
| <ul style="list-style-type: none"> <li>No flashing lights or attention-attracting devices are permitted on or in association with the use of a mobile food unit. No direct light may be shined on adjacent property or cause glare or distraction for vehicles bicycles or pedestrians from a mobile food unit.</li> </ul>                                |          |
| <ul style="list-style-type: none"> <li>No tables, chairs, or other accessory structures may be erected by a mobile food vendor outside of a mobile food unit.</li> </ul>  |          |
| <ul style="list-style-type: none"> <li>Trash and recycling receptacles must be provided with each mobile food unit if not readily provided on-site. Receptacles must be attached to the unit or within 15 feet of the unit and shall not interfere with vehicle access, pedestrian movement, or ADA accessible routes to and around the unit.</li> </ul>  |          |
| <ul style="list-style-type: none"> <li>A minimum access of 5 feet must be maintained along all sidewalks and building entrances accessible to the public.</li> </ul>  |          |

**AFFIDAVIT**

I declare under penalty of false statements that, to the best of my knowledge and belief, the statement made on this application are correct and true. I agree to comply with all local, State and Federal laws, which govern business operations. I have reviewed and understand the Mobile Food Vendor conditions set forth in the Merriam Code Chapter 14, Article VI and agree to comply with all regulations as set forth.

**Business Name:**

**Business Owner Printed Name:**

**Business Owner Signature:**

**Date:**

**FOR OFFICE USE ONLY**

**Received By:**

**Date:**

**Vend Location Zoning:**

**Approved By:**

Occupation License Fee \$90

After July 1<sup>st</sup> ½ year fee \$ 45

**Special Instructions:**