



**MOBILE FOOD VENDOR PERMIT APPLICATION**  
**CITY OF CLARKSBURG**

222 West Main Street, Clarksburg WV 26301

Phone (304) 624-1630 FAX (304) 624-1070

**Instructions:** Please complete and submit this application and supporting documentation by mail, fax, email, or in person to the Finance Department.

**Mobile Food Vendor Information**

Applicant Name (please print): \_\_\_\_\_

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

Business Name: \_\_\_\_\_

Business Owner Name (if different than applicant name): \_\_\_\_\_

Business Address: \_\_\_\_\_

Mailing Address (if different than business address): \_\_\_\_\_

Owner of Vehicle: \_\_\_\_\_

Vehicle Owner Address: \_\_\_\_\_

Vehicle Identification Number: \_\_\_\_\_

**Other required information:**

- An administrative application fee of \$50.00 for a new mobile food vendor permit
- A copy of the owner of the vehicle's driver's license.
- Certificate of Insurance
- Owner acknowledgement of ordinance
- Any additional information required by the permit administrator.

*By executing this form the applicant agrees that they have read Article Mobile Food Vendors enacted May 20, 2021 regulations and will comply with all the applicable requirements herein.*

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Internal Use Only

The application for Mobile Vendor Permit is:  APPROVED  DENIED

Reviewed by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_