



DEPARTMENT OF PUBLIC SAFETY
LICENSE SECTION



**MOBILE FOOD VENDING
LICENSE CHECKLIST**

DEPARTMENT OF
PUBLIC SAFETY

PLEASE CHECK OFF BOXES AS REQUIREMENTS ARE COMPLETED

- Completed Mobile Food Vending License Application
- Completed Background Check (owner only)
- Health Inspection
- Fire Inspection
- MFV Unit Inspection (License Section)
- Ohio Department of Taxation Vendors License
- Certificate of Insurance (\$1M for trucks and trailers; \$300,000 for pedi-food carts and pushcarts; vehicle or trailer must be listed as insured and the City of Columbus must be certificate holder)
- Vehicle or Trailer registration from BMV
- Criminal Background Affidavit
- A completed and notarized affidavit affirming that there are no outstanding City tax obligations (included in this packet)

-
- Application Fee: \$50.00
 - License Fee: \$180.00
 - City Right-of-way Fee: \$250.00 (if applicable)

Signature: _____

OFFICE USE ONLY	
LICENSE # _____	
ISSUE DATE _____	
EXPIRES _____	

**DEPARTMENT OF PUBLIC SAFETY
LICENSE SECTION**

**MOBILE FOOD VENDOR
APPLICATION**



DEPARTMENT OF
PUBLIC SAFETY

CIRCLE ALL THAT APPLY

NEW RENEWAL TRUCK TRAILER PUSHCART PEDI-CART

OWNER INFORMATION

Owners Name:

Date of Birth:

Federal ID #:

Home Address:

City:

State:

Zip Code:

Business Address:

City:

State:

Zip Code:

Phone Number:

Business Phone:

Cell Phone:

Email:

Ohio Driver's License Number:

Expiration Date:

Sex: M F

Race:

Height:

Weight:

Hair:

Eyes:

Are you a U.S. citizen? YES NO

Place of Birth:

Are you a legal resident? YES NO

Registration #:

If born outside of the U.S., proof of citizenship or permanent registration card must be submitted.

Have you had a City of Columbus license and/or permit revoked, suspended or refused within the last three (3) years? YES NO

If **yes**, please explain:

Have you ever been convicted of a felony? YES NO

List all felony convictions in the United States over the past seven (7) years. If none, write "NONE".

Are you on felony probation or parole? YES NO

If **yes**, date began:

Have you ever been required to register as a sexual offender? YES NO

If **yes**, date began:

VEHICLE INFORMATION					
Power Source: (Circle All That Apply) Propane Generator Electric Other:					
Where Will Food Items Be Sold?					
Congestion Zone:		YES	NO	Private Property:	
				YES	NO
Commercial Zone:		YES	NO	Mobile Food Vending Court:	
				YES	NO
Non-Commercial Zone:		YES	NO	Other:	
				YES	NO

FOR OFFICE USE ONLY			
Proof Of City of Columbus Income Tax	YES	NO	
Proof Of OH Department of Taxation	YES	NO	
Proof Of Insurance	YES	NO	
Health Approval	YES	NO	DATE:
Fire Approval	YES	NO	DATE:
License Section Approval	YES	NO	DATE:
Decal Issued	YES	NO	NUMBER:

ALL INFORMATION CONTAINED IN THIS APPLICATION IS SUBJECT TO DISCLOSURE AS A MATTER OF PUBLIC RECORD. ANY FALSE STATEMENT MADE OR GIVEN IN THIS APPLICATION SHALL RESULT IN THE DENIAL OF THE APPLICATION OR FUTURE REVOCATION OF THIS LICENSE. APPLICANT MAY ALSO BE REFERRED FOR CRIMINAL PROSECUTION.

State of Ohio, County of Franklin

_____, being duly sworn, deposes and says

(Print Applicant Name)

he/she is the individual making the foregoing application; that he/she is knowledgeable with respect to that which is to be licensed; and that the answers to the foregoing questions and other statements contained herein are true of his/her own knowledge and belief.

(Applicant Signature)

Sworn to before me and subscribed in my presence this _____ day of _____, 20_____

Notary or Agent of Director of Public Safety

MUST BE SIGNED, DATED and NOTARIZED

\$50.00 NON-REFUNDABLE APPLICATION FEE

Affidavit Submitted

City of Columbus, Ohio
Office of the City Auditor
Income Tax Division

Original Submission

Renewal Submission

AFFIDAVIT For License Application

State of Ohio)
County of Franklin) ss:

Nature of License Requested:

See the listing below

_____, being first duly sworn, deposes and says that I, and/or the business for which I am requesting a license, have no outstanding filing of tax returns and/or a tax due obligation with the City of Columbus, Division of Income Tax.

I, the undersigned, authorize the Columbus Income Tax Division to share relevant information with the Columbus License Section as to whether or not I am, or the referenced business is, in good standing with all City tax obligations.

Check one:

Print Legal Name of Individual or Business for which the license is being requested

I have an existing tax account with the City of Columbus

I have had no need for a city tax account before this date.

Mailing Address for Tax Returns or Correspondence

Social Security Number or Federal Employer Identification Number

City/State/Zip

Affiant (Applicant's) Signature

SWORN TO BEFORE ME and subscribed in my presence this _____ day of _____, 201_____.

Notary Public

Do not complete this Affidavit if you have an outstanding tax obligation with the Columbus Division of Income Tax or are uncertain about prior obligations. Incomplete, false or illegible information may result in the denial or revocation of your license. If you have any questions regarding prior tax obligations or you do not understand local taxes, please contact the Columbus Income Tax Division at (614) 645-7370, Monday through Friday 8:00 a.m. through 5:00 p.m.

This notarized form is to be submitted to:
Dept. of Public Safety
License Section
750 Piedmont Ave.
Columbus, Ohio 43215

Do not submit any Federal, State or City tax forms to the License Section. This Affidavit will be forwarded to the Columbus Division of Income Tax to determine your eligibility for a license or renewal.

My Commission Expires

Types of Licenses:

- Alarms
- Arcade
- Carnival
- Charitable Solicitations
- Closing Out Sale
- Closing Out Sale Extension
- Commercial
- Commercial Sales License
- Commercial Sales Promoter
- Distressed Merchandise Sale
- Distressed Merchandise Ext.
- Horse Carriage Company
- Horse Carriage Driver
- Itinerate Vendor
- Livery Chauffeur
- Livery's Owner License
- Massage Establishment
- Masseuse/Masseur
- Mobile Food Vendor
- Pedicab Driver
- Pedicab Owner
- Peer to Peer Company
- Peer to Peer Driver
- Pool Billiard
- Professional Fundraising
- Scrap Metal Facility
- Taxi Driver
- Taxi Owner