



# City of New Hope

4401 Xylon Ave N • New Hope MN 55428 • Phone: 763-531-5123 • newhopemn.gov

## Mobile Food Unit Registration

Please include the required documents listed below with completed registration form

- Hennepin County or MN Dept. of Agriculture license
- Valid driver's license - colored photocopy preferred
- Photographs of the mobile food unit from the front, side, back and inside
- West Metro Fire-Rescue District Checklist (see page 2)
- Certificate/Proof of Liability Insurance
- Written consent from property owner where vehicle will be located code - 8-6(d)(c)
- Site plan to show the proposed location of the MFU in parking lot as well as remaining parking spaces. The remaining parking must meet minimum standards required by city code 4-3(e); 8-6(d)(14)(c), and (f)

### For Office Use Only

Payment: Cash Check Credit Card

Received by \_\_\_\_\_

Received Date \_\_\_\_\_

### Applicant Information

Name \_\_\_\_\_

Home Address \_\_\_\_\_

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

Phone \_\_\_\_\_

Email \_\_\_\_\_

Have you ever been convicted of a crime or violation of any municipal ordinance other than traffic violations? ☐ Yes ☐ No

If yes, explain \_\_\_\_\_

### Event Information

Address where truck will be parked \_\_\_\_\_

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

Date(s) and Time(s) mobile food unit will be operating (not to exceed 21 days without authorization from Hennepin County and city)

### Business Information

Name \_\_\_\_\_

Address (if different then above) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Registered with other Municipalities? ☐ Yes (If yes, list up to 3) ☐ No \_\_\_\_\_

Type of Food Products Offered for Sale \_\_\_\_\_

### MFU (Motorized or Trailered) Information

Make \_\_\_\_\_ Model \_\_\_\_\_ Year \_\_\_\_\_ License Plate Number \_\_\_\_\_

Overall Size \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_

Description of kitchen facilities, cooking facilities, preparation area, and safety features (such as, but not limited to suppression system) of the mobile food unit \_\_\_\_\_

How will you dispose of trash/food waste? \_\_\_\_\_

What will you be using for power? \_\_\_\_\_

What is your plan for sanitation inside the trailer? \_\_\_\_\_

Where will employees access a restroom? \_\_\_\_\_

• I have fully read and understand city code section 8-6 in its entirety, and agree to respect and obey all regulations of New Hope city code regarding the regulations with regard to mobile food units. ☐ Yes ☐ No

• I agree to abide by the time of day of selling products between 8 AM to 10 PM except by permission from the city. ☐ Yes ☐ No

### Notice

Applicant must possess copy of registration while selling products.

All mobile food units operating in the city of New Hope are subject to an inspection once a year.

Ice cream trucks are required to undergo a criminal background check which includes an additional non-refundable \$100.00 fee.

### Fees

MFU Fee	\$50.00
Background Check	
Fee Due Upon Application 9001.4125	

Signature \_\_\_\_\_ Date of Application \_\_\_\_\_



# West Metro Fire-Rescue District

4251 Xylon Ave N • New Hope MN 55428 • Phone: 763-230-7000 • [wmfrd.org](http://wmfrd.org)

## Mobile Food Unit Fire Inspection Checklist

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**Food service trucks will be subject to an onsite fire inspection.**

Vendor Name \_\_\_\_\_ Date \_\_\_\_\_

### Grease-Laden Vapor Cooking *(Grills, griddles, broilers, fryers, ranges)*

- ☐ Y ☐ N Food service truck has grease laden producing equipment as mentioned above.
- ☐ Y ☐ N Cooking equipment mentioned is under a ventilation hood.
- ☐ Y ☐ N Ventilation hood and duct has required fire suppression system.
- ☐ Y ☐ N Fire protection system is tagged and has been serviced within the last six (6) months.

• **Date Inspected/Serviced:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

- ☐ Y ☐ N Ventilation hood, duct and ventilator cleaned.

• **Date Cleaned:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

- ☐ Y ☐ N A Class K fire extinguisher is in kitchen portion of food truck, one (1) unit for each four (4) fryers

• **K Class Extinguisher Date of Inspection:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_ **Regular Fire Extinguisher:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

- ☐ Y ☐ N A Class 2A10BC Dry Chemical Fire Extinguisher is available for the truck in general.

- ☐ Y ☐ N All portable fire extinguishers shall have a current inspection tag.

• **Date of Inspection:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### LP or CNG Tanks

- ☐ Y ☐ N Less than 200 pounds of LP, 1,300 pounds of GNG gas containers on the vehicle/trailer.
- ☐ Y ☐ N LP tanks secured.
- ☐ Y ☐ N Protection of LP piping and tanks from damage or tampering.

### Other

\_\_\_\_\_ General Electrical Hazards OK

\_\_\_\_\_ General Storage/Housekeeping