



CITY OF TONGANOXIE

Vending Permit Application

Date Received: _____

Fee Paid: _____

Received by: _____

VENDOR-GENERAL INFORMATION

Full Name (Please Print) _____

Business Name _____

Business Mailing Address _____

Kansas Sales Tax Number _____

License Plate Number of Food Unit (if licensed) _____

Applicant Phone Number _____

Applicant Permanent Address _____

Street _____

City _____

Zip _____

Check type of permit applying for: (Limit one per vendor)

	Daily	Monthly	Annual	
Street Vendor/Mobile Food Cart	<input type="checkbox"/> \$10	<input type="checkbox"/> \$50	<input type="checkbox"/> \$100	*Annual Fee Includes Business License Fee
Mobile Food Cart or Truck	<input type="checkbox"/> \$10	<input type="checkbox"/> \$50	<input type="checkbox"/> \$100	* Annual Fee includes Business License Fee
Mobile Packaged Food Truck	N/A	N/A	N/A	*Pre-ordered packaged food delivery, not prepared food
Single-Unit Mobile Food Truck	N/A	N/A	N/A	(packaged food, no prepared food)
Non-Profit 501(c)3	N/A	N/A	N/A	

If applying for an annual permit, a valid Tonganoxie Business License is required. The cost of the business license is included in the annual fee.

Description of Business: _____

(Product/food and/or
beverages to be offered) _____

Proposed Vending Location(s) (Address or Intersection)	Days	Hours
1		
2		
3		
4		

Will vending occur more than 4 hours at a time at a single location?

Yes ☐

No ☐

If yes, what is the location of the public restroom the vendor will use? _____

***If utilizing a restroom not open to the public, written permission from the property owner must accompany application**

I certify by my signature that I have not had a Street or Mobile Food Vendor's Licence, or any similar license, revoked in this jurisdiction within the preceding two (2) years.

Signature of Applicant _____

Date _____

Required materials needed to approve this application:

- Fully-completed application and fee (as applicable).
- Written permission by property owner to use restroom facilities, when required.
- A copy of the Certificate of Liability Insurance with a minimum coverage of \$500,000.
- Proof of Tonganoxie Business License, if applying for annual permit.
- A copy of a valid State of Kansas license for food service establishments, if required.
- Any other information as required by the City Administrator or his designee that is necessary to evaluate this application.
- A copy of the applicant's government-issued ID