



City of Pleasant Hill  
 5160 Maple Drive, Suite A  
 Pleasant Hill, IA 50327  
 515-262-9368

# Mobile Food Unit Licensing Application

Please complete this form and submit it along with applicable fees, photographs of mobile food unit, and copy of Iowa Department of Inspection and Appeals Inspection Certificate to:

**Pleasant Hill City Clerk's Office, 5160 Maple Dr, Suite A, Pleasant Hill, Iowa 50327**

Section 4 is to be completed by the Pleasant Hill Fire Department for Classes III & IV State Licenses prior to submission of this application to the City Clerk's Office.

A copy of this form and license must be on display in the mobile food unit at all times.

**Annual Licenses expire April 15th of each year.**

OFFICE USE ONLY
License #: _____
Date Issued: _____
Expiration: <u>4/15/</u> _____

**Required Attachments**

- Photographs of the mobile food unit from the front, side and back
- Copy of the Iowa Department of Inspection and Appeals Inspection Certificate
- Written consent from property owner or lessee where the mobile food unit intends to operate
- Description of kitchen facilities, cooking facilities, preparation area, and safety features (such as, but not limited to suppression system) of the mobile food unit

**1. Business Information**

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

Owner/Applicant Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

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

**2. Mobile Food Unit**

Operation Site Address: \_\_\_\_\_ Site Zoning: \_\_\_\_\_

Is Site of Operation within 100' of a permanent restaurant or business offering food or beverage services?

- Yes  No If yes; written consent from business owner required

Hours of Operation

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Overall Size. Length: \_\_\_\_\_ Width: \_\_\_\_\_ Plate: \_\_\_\_\_

**-Over-**

### 3. State IA Inspection Information

Iowa Department of Inspection and Appeals Inspection Certificate # \_\_\_\_\_

State IA License Level Classification (check one):

- Class I** – Nonrefrigerated vending units that serve only intact, non-potentially hazardous commercially prepackaged food and beverages. Examples include chips, crackers, cookies, soda, and sweets in manufacturer's packaging.
- Class II** – Refrigerated or hot vending units that serve potentially and non-potentially hazardous commercially prepackaged foods from an approved source. Examples include packaged sandwiches, ice cream bars, individually wrapped and cooked hot dogs. No cooking is allowed as part of a class II unit.
- Class III** – Units that serve potentially and non-potentially hazardous packaged food and unpackaged foods with limited assembly. These units are limited to precooked foods from an approved source that may be reheated on the unit. Examples include pushcart operations, packaged salads, hot dogs, shaved ice.
- Class IV** – Units that serve potentially and non-potentially hazardous foods that are prepared, cooked, cooled or reheated and assembled on the unit. Examples include self-contained mobile food units, food trucks and any units that are capable of preparing and producing food items from precooked and/or raw products (meat, fish, poultry, plant foods and dairy products) to finished product for consumption.

### 4. Fire Inspection - Applicable to Classes III & IV State License units only

All mobile food units that have cooking facilities or use products with grease laden vapors shall be inspected by the Fire Department prior to initiation of business operations within the City. Inspections are required annually and prior to issuance of a mobile food vending license. **It shall be the obligation of the mobile food vendor to schedule the inspection with the Fire Department.** Classes I & II State License classifications are not required to meet this inspection requirement.

**To schedule your inspection, please call 515-262-9360.** \*Bring this application with you to your inspection\*

#### - PLEASANT HILL FIRE DEPARTMENT USE ONLY -

Jurisdiction of Inspector \_\_\_\_\_

Inspection Number: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_

\_\_\_\_\_ Fee Due Upon Submission of Application

\_\_\_\_\_ Fee Waived (applicant provided a satisfactory certificate of inspection from another jurisdiction)

\_\_\_\_\_  
Signature of Fire Chief or Designee

\_\_\_\_\_  
Date

### 5. Application Fees

Standard Mobile Food Unit Annual License Fee \$ 100

Classes III & IV Mobile Food Unit Fire Inspection \$ \_\_\_\_\_

**Total \$ \_\_\_\_\_**

I hereby certify the above statements are true and correct, to the best of my knowledge, and that false statement(s) may be grounds for denial of this application or any resulting permit. It is understood that the activities related to mobile food vending shall comply with all applicable City ordinances, including but not limited to Pleasant Hill City Code Chapter 122: Peddlers, Solicitors, Transient Merchants and Mobile Food Units.

\_\_\_\_\_  
Applicant (Please Print)

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

#### OFFICE USE ONLY

Approved

Denied

\_\_\_\_\_  
City Official

\_\_\_\_\_  
Date