

**CITY OF MANCHESTER
MOBILE FOOD UNIT
PERMIT APPLICATION FORM**

DATE _____

NAME OF FOOD UNIT _____

OWNER _____ PHONE _____

EMAIL _____ SITE LOCATION _____

FOOD TRUCK ACCEPTANCE FORM FROM FIRE CODES DEPT:

YES ___ NO ___ DATE _____

Comments _____

CERTIFICATIONS FROM HEALTH DEPT:

YES ___ NO ___ DATE _____

Comments _____

DRIVER MUST HAVE CURRENT 1)DRIVER LICENSE, 2)VEHICLE INSURANCE, AND 3)REGISTRATION:

YES ___ NO ___ DATE _____

Comments _____

DRIVER MUST HAVE A CURRENT GENERAL LIABILITY INSURANCE NO LESS THAN \$1,000,000 EACH:

YES ___ NO ___ DATE _____

Comments _____

MOBILE FOOD UNIT OPERATOR MUST OBTAIN WRITTEN PERMISSION FROM THE OWNER OR LESSEE OF THE PREMISES ON WHICH THE MOBILE FOOD UNIT IS LOCATED AND BE FULLY SELF CONTAINED:

YES ___ NO ___ DATE _____

Comments _____

BUSINESS LICENSE(S) OBTAINED IN THE CITY AND/OR COUNTY WHERE THE FOOD TRUCK IS BASED: *

YES ___ NO ___ DATE _____

Comments _____

2 PHOTOS OF TRUCK/TRAILER (ONE INTERIOR & ONE EXTERIOR)

YES ___ NO ___ DATE _____

Comments _____

*If applicant does not have a business license from where they are based, they must obtain BOTH a Manchester City and Coffee County business license.

Melissa Martin (PERMIT CONTACT)

Business License/Property Tax Specialist

City Of Manchester TN

200 West Fort Street

P: 931-461-3531

Email: mmartin@cityofmanchestertn.gov

Jeremy Woods (INSPECTION CONTACT)

Fire Codes Inspector

City Of Manchester TN

200 West Fort Street

P: 931-581-4260

Email: jwoods@cityofmanchestertn.gov

Inspection should be completed prior to issue of Mobile Unit Permit.

Follow the checklist for additional requirements.

City of Manchester website: www.cityofmanchestertn.com