

# Mobile Food Vehicle Vendor License Checklist

- Completed Application (signature must be notarized)
- Copy of Valid Driver's License for owner and all operators
- Transient Vendor's Sales Tax Certificate – Issued by the Ohio Department of Taxation

**This requirement has been waived because applicant states that they do not sell any taxable items.**

**Signature of Applicant:** \_\_\_\_\_

- Copy of Current Food Service Operators License – Issued by Ohio Department of Health/County (Copy front and back)
- Copy of Valid Ohio Department of Motor Vehicle Registration
- Proof of Insurance Required:

(1) **Commercial General Liability Insurance**, including products-completed operations, bodily injury, property damage, and personal & advertising injury with limits not less than one million dollars (\$1,000,000) per occurrence. The policy shall cover the City of Centerville, its officials, employees and volunteers as additional insureds. Such coverage shall be primary and noncontributing as respects the City of Centerville, its officials, employees and volunteers.

(2) **Automobile Liability Insurance** with limits not less than one million dollars (\$1,000,000) per accident for bodily injury and property damage.

**The policies shall further provide** that they may not be cancelled except upon thirty days written notice served upon the City Manager. A license issued pursuant to the provisions of this section shall be invalid at any time the insurance required herein is not maintained and evidence of continuing coverage is not filed with City Manager.

- License Fee (\$50)