



Mobile Food Service Facility Application

Applicant Information: (Please submit files in doc, pdf, odt, or txt format. Please no jpg or image formats.)

Name of Applicant:		
Business Name:		
Address:		
City:	State:	Zip:
Phone:	Phone (alt):	
Fax:		
Website:		
Email Address:		

Vending Information:

Vending Type (circle one):	TRUCK	TRUCK & TRAILER	CART
Proposed Service Start Date:	Proposed Service End Date:		
Preferred Service Location: <input type="checkbox"/> Cove Point Ballfields <input type="checkbox"/> Cove Point Tennis <input type="checkbox"/> Dunkirk Park <input type="checkbox"/> Marley Run Recreation Area <input type="checkbox"/> Hallowing Point Park <input type="checkbox"/> Kings Landing Pool <input type="checkbox"/> Solomons Town Center Park <input type="checkbox"/> Courthouse Square <input type="checkbox"/> Ward Farm			
Other: _____			

Proposed Days & Hours of Operation:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
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Permit, Per Day (Friday, Saturday, Sunday, Holidays) \$50.00

Permit, Per Day (Monday - Thursday) \$25.00

Required documentation to accompany application:

- Copy of valid Calvert County Health Department Mobile Food Vendor Permit
- Copy of State of Maryland Business License and proof of "good standing" through Maryland SDAT
- Proof of General Liability Insurance coverage listing Calvert County, Maryland as additionally insured in the amount of \$1,000,000 per occurrence for the date(s) of service.
- Proof of motor vehicle insurance (Certificate of Insurance or Declarations Page) and valid driver's license of vehicle operator
- Proposed Complete Menu to be served at this location
- Photograph or Detailed Drawing of Vending Unit and/or Vehicle
- Proof of background check clearance for all employees who will work at this location

As the applicant, I hereby agree and understand that it is my responsibility to oversee parties affiliated with vending operation and to ensure compliance with all policies, rules, regulations, and guidelines of Calvert County, Maryland and other relevant local, state and federal procedures and laws. I understand that any violations may result in immediate termination of the associated Agreement for services.

Signed: _____ Date: _____

Mobile Food Service Facility Application Guidelines

APPLICATION PROCESS

Applications for mobile food service facilities in the areas designated shall be submitted in writing to the Calvert County Parks and Recreation Department (Department) on the Mobile Food Service Facility Application and accompanied by all required documentation and rental fees. Applications for mobile food service facilities will be reviewed on a first-come, first-served basis for specific locations designated for such purpose.

If approved, the Applicant will be required to execute a Non-Exclusive Mobile Food Service Facility Agreement with the County Commissioners of Calvert County, Maryland. All requests pursuant to this process shall be effective for the dates designated on a daily, weekly or monthly basis, but under no circumstance will a mobile food service facility be permitted for the same designated location for more than sixty (60) available consecutive days. All requests issued pursuant to this part shall be effective upon receipt by the County of the fully executed Non-Exclusive Mobile Food Service Facility Agreement and shall expire one (1) year from the effective date thereof unless terminated prior thereto pursuant to the terms and conditions of the Agreement. Applicants may request a shorter permit duration. Nothing in these guidelines prohibits the use of properly licensed mobile food service facilities on private property or non-County owned governmental property.

Applications must be submitted at least two weeks in advance of their first requested date(s) for usage. The Department shall coordinate review of the application with appropriate County authorities as necessary.

SUMMARY OF REQUIREMENTS

All fees and documentation will be due at the time of application submittal. The Applicant is responsible for securing all required permits and licenses for vending in Calvert County, Maryland. Proof of required licenses and permits must be provided for application to be considered.