



**APPLICATION FOR
CITY OF JEROME**

**FOOD VEHICLES, VENDORS, TEMPORARY MERCHANT’S OR
SOLICITOR LICENSE**

This application must be signed by the applicant if an individual, by all partners if a partnership, by all members if a limited liability company, by the president and secretary of a corporation and by other similar authorized officer or official of any other entity, permanent address or addresses of each person signing the application, the capacity in which the person signing the application will act; the name of the corporation or other entity on whose account the business will be conducted; and, if a partnership, limited liability company, corporation or other entity, the state in which the entity was organized.

The undersigned, upon penalty of perjury, represents to the City of Jerome, Idaho, that:

1. Name and permanent address of the applicant:

Mailing address of applicant if different:

Telephone number(s) of the applicant:

2. Name and mailing address of Corporation or entity for whom the business will be conducted:

3. Capacity in which the person(s) signing the application will act:

4. Name and telephone number of the person supervising applicant’s business:

5. Name and Permanent addresses of each person signing the application (a business affidavit may be attached):

6. If partnership, limited liability company, corporation or other entity, attach State certificate of existence or similar proof showing the state in which the entity was organized.

7. Idaho State Sales Tax License number:

8. Every address or location of where business will be conducted:

9. Length of time during which it is proposed the business will be conducted, together with signed lease, license or other permission from the owner of the real property at which the business will be conducted stating authority to operate at the location:

10. Exact nature of the goods, merchandise, wares or services which will be dispensed or solicited:

11. Has the applicant(s) been convicted of any crime, misdemeanor or felony? If so, state date, place, and nature of every such conviction:

12. Please provide a valid, government issued ID or Driver's License for every person who will conduct the business of the applicant whether as a food vehicle, vendor, solicitor, or temporary merchant.

13. If the temporary business involves the dispensing of food or drink for human consumption, provide a current certificate from the South Central Idaho Health District authorizing such activity as being in compliance with law.

14. Please attach a site plan showing the location of the temporary business, outdoor seating arrangements and any other information required by the City Clerk. Description of how any and all waste and grease will be disposed of. The wastewater department shall review and approve such plans.

16. A license fee shall be payable to the City of Jerome in the initial amount of one hundred dollars (\$100.00) for a food vehicle, vendor, solicitor or temporary

merchant. Each license shall be for a period of six (6) months. Licenses may be renewed for additional six (6) month terms. The renewal fee shall be one hundred dollars (\$100.00).

17. **Bond Required:** Every food vehicle, vendor, solicitor, or temporary merchant shall, prior to commencement of the conduct of business, post a bond with the city clerk in the form of a surety bond, upon a surety license to conduct business in the state of Idaho, deemed appropriate by the city clerk, or a cashier's check made payable to the City of Jerome, in the amount of five hundred dollars (\$500.00). After expiration of a license, the city clerk shall, upon application of the licensee, return the bond or cashier's check within six (6) months of an application for return being filed with the city clerk, demonstrating that the terms of the bond had been complied with. The bond shall be forfeited to the City of Jerome upon the affidavit of the city clerk or a police officer of the City of Jerome to the effect that the food vehicle, vendor, solicitor or temporary merchant has not complied with the provisions of this section.
18. **Use Of Private Property Restricted:** No owner or lessee of real property, within the City of Jerome, nor any agent thereof, shall sublet, lease, or otherwise license such real property to be used by a food vehicle, vendor, temporary merchant or solicitor, unless such use is specifically excluded from the duty of application and license under this section or unless the food vehicle, vendor, temporary merchant or solicitor has obtained the license required herein.
19. **Rules And Regulations For Food Vehicles, Vendors And Temporary Merchants:**
 1. Shall maintain a clean appearance, free of rust and decay.
 2. Shall be located a minimum distance of five feet (5') from the edge of any driveway or public sidewalk, utility boxes and vaults, handicapped ramp, building entrance, exits, or emergency access/exit ways, or emergency call box and shall not locate within any area of the lot that impedes, endangers, or interferes with pedestrian or vehicular traffic.
 3. Shall be located a minimum distance of ten feet (10') in all directions of a fire hydrant.
 4. Food vehicles shall provide proof of mobility on a semi-annual basis. Physically driving the food vehicle to City offices when renewing a temporary merchant license shall constitute proof of mobility.
 5. Drive-throughs shall be prohibited.
 6. Temporary connections to potable water and other utilities are prohibited.
 7. Shall be responsible for the proper disposal of waste and trash associated with the operation. City trash receptacles shall not be used for this purpose. Shall keep all areas within ten feet (10') of the business and any associated seating area clean of grease, trash, paper, cups or cans associated with the vending operation.

8. No liquid waste or grease may be disposed of in tree pits, storm drains or onto the sidewalks, streets, or other public space. Under no circumstances shall grease be released or disposed of in the City's sanitary sewer system.
9. With the exception of allowable outdoor seating areas, all equipment required for the operation shall be contained within, attached to or within ten feet (10') of the retail sales. Outdoor seating areas shall be placed in a safe manner and to not interfere with pedestrian or vehicular traffic.
10. Canopies, carports, sheds, and other temporary structures associated with a food vehicle, vendor, and temporary merchant shall be subject to inspection, review and approval by the City Building and Fire Departments.
11. Shall be equipped with approved hand-held fire extinguishers. One 10-pound ABC fire extinguisher is a minimum requirement. If grease laden vapors are produced, a two and one-half (2¹/₂) gallon Class K fire extinguisher shall also be required. Additionally, food establishments and food vehicles producing grease laden vapors shall have a UL 300 listed, Class I hood installed along with an approved automatic fire suppression system. All Class I hoods shall be serviced no less than every six (6) months by qualified, licensed inspector. The fire suppression system shall be inspected and tested annually by a licensed fire protection system inspector.
12. Shall be subject to the temporary sign regulations outlined in section [17.32.038](#) of this Code. Unsecured menu boards are prohibited. Signs and/or lettering on the unit shall be produced using professional workmanship without hand lettering or with a sloppy or garish paint job.
13. Issuance of a temporary business license shall not entitle the licensee to conduct business on any street, sidewalk or other location within any park, owned or maintained by the City, unless they are part of a special event and have permission from the event sponsor.
14. Issuance of a temporary business license shall entitle the licensee to conduct business on any privately owned property, excluding residential zones, provided they satisfy the criteria noted herein and have obtained written authorization from the property owner.
20. If the application is determined to be complete and accurate, the City Clerk shall forward the application and supporting materials to the various city departments for review and recommendation for approval or denial prior to the issuance of a temporary merchant license to each applicant upon the payment of the fee hereafter required.
21. Any license issued under this section shall be conspicuously posted at any place of business at which the food vehicle, vendor or temporary merchant is conducting business, or, if a solicitor, a copy of the license shall be kept by every solicitor to be displayed upon the request of any property owner being solicited or by a police officer of the City of Jerome.



Applicant's Signature



Office Use Only	
Date License Granted: _____	License Renewal: _____
License No. _____	Renewal Expiration: _____
Expiration Date: _____	Bond Returned:
