



BUREAU OF FIRE SERVICES

VILLAGE OF STILLWATER, NEW YORK

1 School Street P.O. Box 507
Stillwater NY, 12170-0507

APPLICATION FOR MOBILE FOOD PREPARATION VEHICLE PERMIT

PLEASE BE ADVISED Any vehicle that contains cooking equipment that produce smoke or grease-laden vapors for the purpose of preparing and serving food to the public shall be considered a mobile food preparation vehicle. Any vehicle intended for private recreation shall not be considered a mobile food preparation vehicle.

NOTE: The Village of Stillwater requires inspection of all mobile food preparation vehicles before a permit can be issued. Issued mobile food preparation vehicles permits are only valid during one calendar year January 1 through December 31. The fee for mobile food preparation vehicle permits shall be set in the Village of Stillwater fee schedule.

APPLICANT'S INFORMATION		
Mobile Vendor's business name:		
Vehicle owner:		
Contact number:	Contact email:	
Applicant's name:		
Contact number:	Contact email:	
Business address:		
City:	State:	Zip:

VEHICLE INFORMATION			
Type of vehicle:		Make:	Model:
Year:	Color:	License plate #:	State:
Registration #:		Inspection certification #	
Vehicle Identification Number (VIN):			
Vehicle operator:			
Driver's license #	Issuing state:		Expiration Date:

SET-UP LOCATION		
Public property:		
Private property:		
If set-up is on private property fill out the sections below		
Property location:		
Property owners name:		Contact number:
Owner's address:		
City:	City:	City:
* A private property set-up requires a property owner permission form, that must be attached to this application.		

All set-ups on public property shall only be allowed on the parking spaces of the following avenues and streets:

AVENUE or STREET	SIDE	BLOCK ADDRESS
Park Avenue	West side	1 Park Ave. – 29 Park Ave.
	East side	3 Park Ave. – 26 Park Ave.
Hudson Avenue	West side	727 Hudson Ave. - 751 Hudson Ave.
	East side	734 Hudson Ave. – 758 Hudson Ave.
School Street	South side	15 School St. - 751 Hudson Ave.

Restrictions:

1. The mobile food preparation vehicle may not block any driveways.
2. The mobile food preparation vehicle may not park any closer then 10 feet from an intersection.
3. The mobile food preparation vehicle may not black any legal crosswalks.
4. The mobile food preparation vehicle operator must provide a trash receptacle and is responsible for maintaining said trash receptacle and removing all trash before leaving set-up location.
5. All vehicle and traffic laws, local laws, Fire Code, NFPA 1 and NFPA 96 shall be followed.
6. Current Village of Stillwater mobile food preparation vehicle ID sticker must be displayed on the right side of the back of the vehicle.
7. The mobile food preparation vehicle may not have any additional strobe or flashing light(s), sirens or noise making devises, other than those required by law, excluding Stillwater Family Day.
8. When parked the mobile food preparation vehicle must have a least one rear wheel chocked.

Attachment A: Property Owner Permission Form

If set-up location is on private property, please provide an attached property owner permission form.

Attachment B: Mobile Food Preparation Vehicle Fuel Gas System Inspection Affidavit

Please provide a completed mobile food preparation vehicle fuel gas system inspection affidavit.

Attachment C: Vehicle Registration

Please provide a copy of the current vehicle registration.

Attachment D: Driver's License

Please provide a copy of the current driver's license.

Attachment E: Vehicle Photograph

Please provide a photograph of the vehicle

Attachment F: Saratoga County Health Department Permit

Please provide a copy of your saratoga county health department permit.

Attachment G: Vehicle Insurance

Please provide a copy of the current vehicle insurance.

Attachment H: Worker Compensation and Disability Coverage

Please provide proof of Workers' Compensation and Disability Coverage required by New York State. Please note the "ACCORD" form is no longer acceptable proof of workers' compensation coverage. Contact New York State Workers' Compensation at 1-866-802-3604 or visit their website at <http://www.wcb.ny.gov/> with questions.

OR Completed NYS Workers' Compensation waiver if the applicant is not required to provide such coverage. Contact New York State Workers' Compensation at 1-866-802-3604 or visit their website at <http://www.wcb.ny.gov/> with questions.

Attachment I: Liability Insurance Certificate

Please provide a copy of the General Liability Insurance Certificate in the amount of \$1,000,000 naming the Village of Stillwater as an Additional Insured (Contact your local insurance company for more information).

If you have any question you may contact us at 518.522.5187 or by email at vill.still.bureau.chief@gmail.com



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Attachment A

Property Owner Permission Form

To: The Bureau of Fire Service,

I _____ own the property at _____
_____, Tax Map Parcel ID # _____. I here-by give my
permission to allow _____ to set-up a mobile food preparation
vehicle on my property, for the duration of _____. I can be
reached at (____) _____ with any questions.

Thank You,

Property Owner



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Attachment B

Mobile Food Preparation Vehicle Fuel Gas System Inspection Affidavit

Section 319.10.3 Fuels Gas Systems of the 2020 Fire Code of New York State states:

LP-gas containers installed on the vehicle and fuel-gas piping systems shall be inspected annually by an approved inspection agency or a company that is registered with the U.S. Department of Transportation to requalify LP-gas cylinders, to ensure that system components are free from damage, suitable for the intended service and not subject to leaking. CNG containers shall be inspected every 3 years in a qualified service facility. CNG containers shall not be used past their expiration date as listed on the manufacturer's container label. Upon satisfactory inspection, the approved inspection agency shall affix a tag on the fuel gas system or within the vehicle indicating the name of the inspection agency and the date of satisfactory inspection.

This affidavit, section 1 and 2, must be completed, in order to operate a Mobile Food Preparation Vehicle (Food Trucks) in the Village of Stillwater.

Section 1: - Vendor Information

Vehicle (Business) Name: (add Unique Identifier for companies with multiple vehicles)	
Responsible Party:	
Business Address:	
Phone #:	
Email:	

Section 2: - Inspection Company Information

Inspection Company:	
USDOT #:	
Address:	
Phone #:	
Email:	
Name of Inspector:	
Inspector Signature:	