



Fee: \$10 a day or \$100.00/month
Amount Paid: _____

Date: _____

City of St. Marys
Community Development Department
418 Osborne St, Georgia, 31558

TEMPORARY SALES, SOLICITORS, MOBILE FOOD TRUCKS, AND VENDORS

Please take care to insure that the information for each checkbox below is sufficiently provided.
The City of St. Marys does not accept incomplete applications.

- Completed Application
- Proof of property or proof of legal authorization from property owner
- Food service permit from the Environmental Health Department or the Department of Agriculture
- Mobile food and vending location plan and agreement
- Mobile food unit itinerary and operating schedule
- Mobile food restroom agreement
- Copy of occupational tax license
- Copy of mobile food service unit's food and beverage menu and/or itemized list of items to be sold.
- Photographs of requested signage. Please note any signage not permanently affixed to a vehicle /mobile unit **MUST** be permitted as a temporary sign.
- Site plan for temporary seating
- Letters of approval for any existing variances, special use permits, or rezone (text amendment)
- Other attachments : _____

Please note all information contained in this packet may not be applicable to your project. Please contact planneroftheday@stMarysga.gov or call 912-510-4032 with any questions.



CITY OF ST. MARYS, GEORGIA

TEMPORARY SALES, SOLICITORS, MOBILE FOOD TRUCKS AND VENDORS PLAN REVIEW PACKET

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SECTION 22, ARTICLE VI OF THE CITY OF ST. MARYS CODE OF ORDINANCES REGULATES MOBILE FOOD TRUCKS, VENDORS AND TEMPORARY SALES/SOLICITORS WITHIN THE CITY OF ST. MARYS. THIS PACKET HAS BEEN PROVIDED TO ASSIST YOU WITH YOUR APPLICATION TO OPERATE A MOBILE FOOD TRUCK/VENDOR AND OR TEMPORARY SALES LICENSE.

IF YOU HAVE ANY QUESTIONS REGARDING THE APPLICATION PROCESS, YOU CAN CONTACT THE ST. MARYS COMMUNITY DEVELOPMENT DEPARTMENT AT (912) 510-4032 FOR ASSISTANCE.

THE PACKET CONSISTS OF THE FOLLOWING INFORMATION:

- 1) APPLICATION FOR LICENSE
- 2) APPLICANT CHECKLIST FOR MOBILE FOOD TRUCKS/VENDORS
- 3) MOBILE FOOD TRUCK/VENDOR UNIT ITINERARY AND OPERATING SCHEDULE
- 4) VENDING ZONE MAP

ALL PERMITS WILL BE ISSUED FOR ONE CALENDAR YEAR AND EXCLUDING ALL OFFICIAL CITY OF ST. MARYS FESTIVAL DAYS: INCLUDING, BUT NOT LIMITED TO MARDI GRAS, FOURTH OF JULY, ROCK SHRIP AND WOUNDED WARRIOR DAYS **AND COMMUNITY MARKET DAYS**. PARTIAL YEAR PERMITS SHALL BE PRORATED BY MONTH, WITH NO GUARANTEED FUTURE RENEWAL OF ANY LICENSE, OR ANY GUARANTEE OF CONTINUANCE OF THIS AGREEMENT BEYOND ONE CALENDAR YEAR. NO PERMIT ISSUED UNDER THIS ARTICLE MAY BE PRORATED, TRANSFERRED, OR ASSIGNED OR USED BY ANY PERSON OTHER THAN THE ONE TO WHOM IT IS ISSUED.

PLEASE COMPLETE THE ATTACHED DOCUMENTS AND SUBMIT THEM TO THE COMMUNITY DEVELOPMENT DEPARTMENT FOR REVIEW. PENDING APPLICATIONS ARE REVIEWED ONCE A WEEK BY A PERMIT REVIEW BOARD AND ARE NOT ISSUED UNTIL THE REVIEW BOARD APPROVES THE COMPLETE APPLICATION.

PERMITTED HOURS OF OPERATION FOR MOBILE FOOD TRUCKS AND VENDORS: 7:00AM TO 9:00 PM

VIOLATIONS OF THIS ARTICLE ARE SUBJECT TO THE FOLLOWING SANCTIONS, WHICH MAY NOT BE WAIVED OR REDUCED AND WHICH MAY BE COMBINED WITH ANY OTHER LEGAL REMEDY AVAILABLE TO THE CITY:

- A) FIRST VIOLATION: \$500
- B) SECOND VIOLATION WITHIN 12 MONTHS FOLLOWING FIRST VIOLATION: \$750
- C) THIRD VIOLATION WITHIN 12 MONTHS FOLLOWING THE FIRST VIOLATION: \$1,000 AND REVOCATION OF MOBILE FOOD SERVICE PERMIT.

TEMPORARY SALES/SOLICITOR'S PROHIBITED ACTS:

1. SOLICITING OR SELLING WITHIN NEIGHBORHOODS OR AT RESIDENCES POSTED AS "NO SOLICITING OR SELLING" OR ANY WORDING TO THAT EFFECT.
2. NO DOOR-TO-DOOR SOLICITING ON SUNDAYS OR BETWEEN THE HOURS OF 6:00 PM AND 10:00 AM.
3. ENTER ANY PRIVATE DWELLING WITHOUT BEING INVITED.
4. FAILING TO HAVE A COPY OF PERMIT AND SHOWING WHEN REQUESTED.
5. MAKING FALSE STATEMENTS ON ANY SOLICITOR OR TEMPORARY SALES PERMIT APPLICATION.
7. VIOLATION OF ANY AND ALL CITY, COUNTY OR STATE ORDINANCES OR LAW.
8. OPERATING MORE THAN TWO TEMPORARY SALES BUSINESSES WITHIN ONE BLOCK.



CITY OF ST. MARYS, GEORGIA
TEMPORARY SALES, SOLICITORS,
MOBILE FOOD TRUCKS AND VENDORS PERMIT

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APPLICATION SUBMITTED FOR:

APPLICATION # _____

TEMPORARY SALES/SOLICITORS MOBILE FOOD TRUCK VENDORS PERMIT

NAME: _____ TELEPHONE: _____

ADDRESS: _____ EMAIL: _____

LIST NAME AND ADDRESS OF OWNER: _____

NAME AND ADDRESS OF OPERATORS OF MOBILE FOOD TRUCK (IF NOT OWNER): _____

PICTURE ID: _____ COPY OF COUNTY OR STATE PERMIT: _____

CURRENT OCCUPATIONAL TAX LICENSE: _____

SITE PLAN ATTACHED: _____ PRODUCT SOLD: _____

VEHICLE LICENSE AND DESCRIPTION: _____

COPY OF VEHICLE INSURANCE: _____

PERMIT FEE: _____ DATE PAID: _____

SIZE OF FOOD TRUCK OR FOOD TRAILER: _____

THE APPLICANT SHALL, IN ADVANCE, OBTAIN AN OCCUPATIONAL TAX LICENSE AND PAY THE CITY A FEE OF \$300 PER YEAR REDUCED BY \$25 FOR ANY FULL MONTH ALREADY PASSED AT THE TIME OF THE ISSUANCE OF THE PERMIT, FOR MOBILE TRUCK SALES, VENDORS AND TEMPORARY SALES/SOLICITOR'S PERMITS. NO EVENT MAY CAUSE TRAFFIC CONGESTION OR ADVERSELY AFFECT SURROUNDING AREAS.

EVENT ADDRESS: _____

TAX PARCEL OF LOCATION: _____

OWNER OF SITE: _____

OWNER ADDRESS: _____

DESCRIBE PARKING ARRANGEMENTS AND POTENTIAL TRAFFIC PROBLEMS: _____

I UNDERSTAND THAT I AND/OR THE GROUP I REPRESENT CARRY THE BURDEN OF PROVING THE NEED FOR THIS PERMIT. FURTHER, I/WE ARE RESPONSIBLE FOR THE CONDITION OF THE SITE WHILE THIS PERMIT IS IN EFFECT. TO THIS END, I/WE UNDERSTAND THAT I/WE ARE RESPONSIBLE FOR COMPLYING WITH ANY RULES, REGULATIONS OR ORDINANCES APPLYING TO TEMPORARY SALES, SOLICITING, MOBILE FOOD TRUCKS AND VENDORS AS WELL AS TRAFFIC SAFETY.

APPLICANT'S SIGNATURE: _____ **DATE:** _____

PRINT NAME: _____

APPROVED BY: _____

COMMUNITY DEVELOPMENT DIRECTOR/ ASST. COMMUNITY DEVELOPMENT DIRECTOR

DATE APPLICANT NOTIFIED: _____

PAYMENT AMOUNT: _____ MADE BY: CHECK _____ CHECK # _____ CASH _____ CC: _____



CITY OF ST. MARYS, GEORGIA

MOBILE FOOD UNIT ITINERARY AND OPERATING SCHEDULE

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I plan on operating at one location.

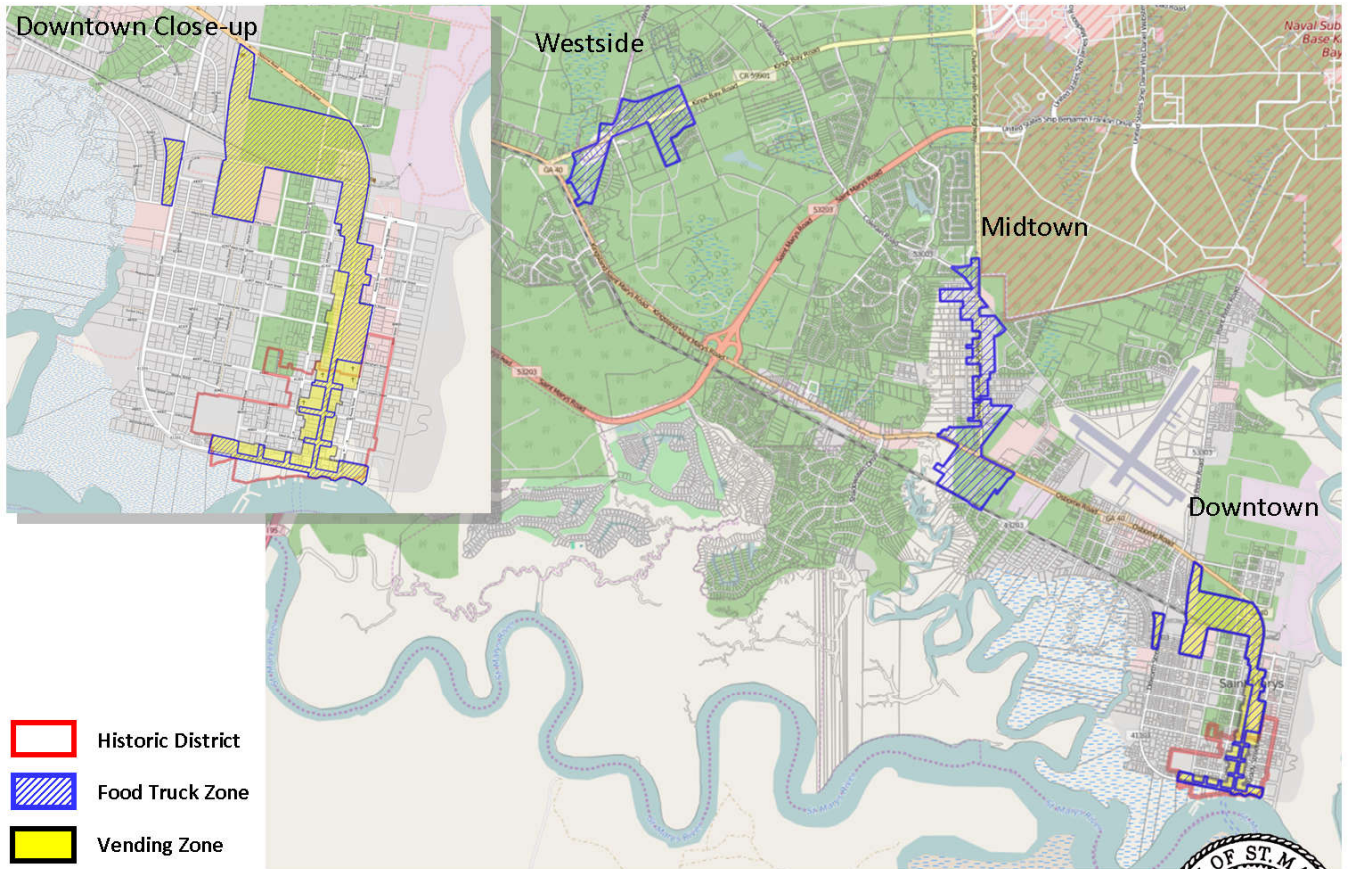
Location address: _____
 Number Street City State

I plan on operating at multiple locations.

List all locations where you plan to operate. If operating in multiple locations, indicate the approximate time and dates you will be at each location.

| OPERATING LOCATION | APPROXIMATE DATE/TIME AT LOCATION |
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If you wish to change any of approved locations, please contact the Community Development Department at (912) 510-4032.



Vending Zone Map

August 29, 2016 Draft

