



**CITY OF RAMSEY
2023 APPLICATION FOR
MOBILE FOOD UNIT**

License application review and approval process may take up to **15 days**. Refer to City Code Chapter 26 for ordinance details. Tax ID required per MN Statute 270C.72. Business licenses and ID badges are issued upon approval by City Council. Incomplete applications will not be accepted.

Select One:

\$80 Fee (90 Consecutive Days) \$100 Fee - Annual License (January-December)

Enclose with this application:

- License fee \$80 or \$100
- Certificate of workers' compensation insurance (as required)
- Certificate of liability insurance with "City of Ramsey" listed as additional certificate holder
- Copy of Anoka County food license, MN Department of Agriculture or MN Department of Health
- Recent photo for ID badge
- A food truck inspection by Ramsey Fire Dept is required before license will be issued and generally done on Wednesdays or Fridays. Please contact Chris Weiss at 763-433-9812 or cweiss@cityoframsey.com to schedule a time. A pre-inspection checklist attached.

1) **FULL** Name of Business: _____

2) Business Type: Individual Business Corporation Partnership Other _____

3) Applicant's **FULL** Name: _____
Last Name First Name Middle

4) Primary Phone Number: _____ Alternative Phone Number: _____

5) Email Address: _____

6) Applicant's Address: _____
Street/Box/Route City State Zip

7) Applicant is: Owner Manager Other: _____

8) Minnesota Tax Identification No.: _____

9) Federal Tax Identification No.: _____

10) Brief description of goods to be sold:

11) Time in which activities will generally be conducted (*ordinance allows 8am-11pm*): _____

12) List 3 other cities you hold or have held licenses or conducted business in: _____

13) Vehicle information:

License Plate #: _____ State: _____ Year: _____ Make: _____ Model: _____

I hereby certify that the foregoing statements are true and correct to the best of my knowledge and that the giving of false information or the failure to give pertinent information constitutes cause for revocation of this permit. Further, I agree to comply with all the provisions of the ordinance under which this license is granted. Business activities are not allowed until approved by City Council and license is issued. Failure to adhere may risk up to \$250 fine and/or immediate denial of future applications.

Applicant's Signature: _____ Date: _____

**Annual License valid through December 31, 2023
90 Day License valid 90 Days from Date of Approval**

Return

completed application, fees and requested documents to:

***City of Ramsey
Attn: Business Licenses
7550 Sunwood Drive NW
Ramsey, MN 55303***

*Make check or money order payable to "City of Ramsey"
VISA, MasterCard, Discover accepted.*

DATA PRACTICES ADVISORY: *The data supplied in this application will be used to assess the qualifications for a license. This data is not legally required but the City will not be able to grant the license without it. If a license is granted, the data will constitute a public record.*

**CERTIFICATION OF COMPLIANCE
MINNESOTA WORKERS' COMPENSATION LAW**

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. This information will be collected by the licensing agency and retained in their files.

This information is required by law. Licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

1. Insurance Company Name: _____
(NOT the insurance agent)

Policy Number: _____

Dates of Coverage: _____

OR

2. I am not required to have workers' compensation liability coverage because:

- I have no employees covered by the law.
- I am self-insured (include permit to self-insure)
- I have no employees who are covered by the workers' compensation law (these include: Spouse, Parents, Children, and certain farm employees).

Name: _____
(Last, First, Middle)

Doing Business As: _____
(Business Name if different than your name)

Business Address: _____

City, State, ZIP: _____ Phone: () _____

Signature: _____ Date: _____

CITY OF RAMSEY

TENNESSEN WARNING

In connection with your request for a license, the City of Ramsey has asked that you provide information about yourself which is classified as either *private or confidential* by the Minnesota Government Data Practices Act (M.S.A. 13.04). Accordingly, the City is required to inform you of the following:

1. The private or confidential information requested includes, but may not necessarily be limited to, the following: *Your social security number or Minnesota business identification number.*
2. The purpose and intended use of the information requested is: *To comply with Minnesota Statutes, Section 270.72.*
3. You are required to supply the requested information.
4. The known consequences of supplying the requested information are as follows: *Loss or denial of the requested license if you owe the State of Minnesota delinquent taxes, penalties or interest.*
5. The known consequences of refusing to supply the requested information is: *Your request for a license cannot be processed.*
6. The following persons and entities are authorized by law to receive the information if provided: *State of Minnesota - Department of Revenue and other government agencies as provided by law.*

The undersigned, by signing this notice, acknowledges that he/she has read and understood the contents of this notice.

Date

Signature of Applicant

Print Name



CUSTOMER PRE INSPECTION CHECKLIST Mobile Food Preparation Vehicles



Y = Meets Requirements; N= Does Not Meet Requirements; N/A=Does Not Apply

EXHAUST HOOD:

Y N N/A

- Cooking equipment that produces grease-laden vapors is protected by a type I commercial kitchen exhaust hood (MSFC 319.1)
- UL 1046 grease filters are installed and clean (MSFC 607.3.1 & 607.3.3)
- Exhaust hood inspected and clean, proper tag or label is affixed to the hood (MSFC 607.3.3.3)

FIRE PROTECTION FOR COOKING EQUIPMENT:

Y N N/A

- Exhaust hood is equipped with a fire suppression system (MSFC 319.4.1 & 904.2.2)
- Manual means of activation present (MSFC 904.3.2)
- Automatic means of activation present (MSFC 904.3.2)
- Automatic fuel shutoff present (MSFC 904.3.3)
- Automatic electrical shutoff present (MSFC 904.3.3)
- System discharge nozzles are directed at the proper cooking surface (NFPA 17A)
- Protective caps in place on discharge nozzles (NFPA 17A)
- System has been inspected and tested within 6 months (MSFC 904.5.1)

FIRE EXTINGUISHERS:

Y N N/A

- Class K fire extinguisher present for cooking fires (MSFC 906.4) _____ (Date)
- Minimum of one 2A10BC fire extinguisher present for ordinary fires (MSFC 906.3)
- Fire extinguishers are mounted in conspicuous locations and unobstructed (MSFC 906.5 & 906.6)
- Annual inspection has been performed by qualified individual or contractor (NFPA 10)

LP FUEL FOR COOKING:

Y N N/A

- Maximum aggregate amount of LP gas does not exceed 200 lbs. (MSFC 319.8.1)
- LP gas cylinders are securely mounted to the vehicle (MSFC 319.8.2)
- Shutoff valves on all gas cylinders are readily accessible (NFPA 58: 6.26.4.1)
- Listed LP Gas alarm is present (MSFC 319.9)

APPLIANCE CONNECTION TO FUEL SUPPLY:

Y N N/A

- Gas cooking appliances are secured in placed (MSFC319.5)
- Movement restraining devices are installed on gas appliances (MSFC 319.5)

GENERAL SAFETY:

Y N N/A

- Area is free from excessive trash and other combustible materials-egress (MSFC 304.1.1)
- Combustible materials are maintained in an approved manner and located away from ignition sources (MSFC 305.1)
- Appliances shall be located so that a fire at any appliance will not block egress of persons from the vehicle. (NFPA 58: 6.26.7.7)
- Parked vehicle does not obstruct the fire apparatus access road in any manner (MSFC 503.4)
- Unobstructed access to fire hydrants is provided (MSFC507.5.4)
- Power taps and multiplug adapters comply with NFPA 70 / NEC (MSFC 604.4 & NEC 400.10)
- Flexible extension cords are listed/ labeled, free from damage, and located away from public areas (MSFC604.5)

INTERIOR:

Y N N/A

- Hood and ducts clean of grease
- Ansel System Serviced and Tagged
- Fire Extinguisher Serviced and Tagged
- Type K Fire Extinguisher (Cooking with Grease)
- Exit is Clear of obstructions

EXTERIOR:

Y N N/A

- Truck/Trailer Contains: __Propane __Natural Gas
- Propane tanks properly secured
- Electrical Connections clean and damaged free
- Type K Fire Extinguisher (Cooking with Grease)
- Exit is Clear of obstructions

**Please have completed form available at time of Inspection Ramsey Fire Department
Fire Inspector Chris Weiss
Phone: (763) 433- 9812
Email: CWeiss@ci.ramsey.mn.us**

Name of Food Truck: _____
Owner Name: _____
Owner Phone: _____
Owner Email: _____
Day of Inspection: Name: _____
Title: _____ Phone: _____
Email: _____