



Township of North Huron Food Truck on Municipal Property – License Application

General Information Overview

The Township of North Huron issues licenses for operating Food Trucks on Municipal Property under the [Food Trucks on Municipal Property By-law](#).

As a Food Truck Operator, you will require a license issued by the Township of North Huron if you will be operating your food truck on municipal property within the Township of North Huron (this includes Food Trucks on Municipal Property at Special Events). "Municipal Property" or "Municipal Facility" pertains to any property owned by the Township of North Huron that is not a highway, and includes parks, trails and parkland.

Licenses for Food Trucks on Municipal Property are valid for the duration of the event, up to seven days from the date they are issued. A new license is required for each event, due to the reviews and approvals being based on the specific event and/or location at which the Food Truck is present.

The fee for obtaining a food truck license is set out in the Township's [Fees and Charges By-law](#) and is required to be paid at the time of the issuance of the Food Truck License. The Township of North Huron accepts payments for Food Truck License fees in person at the North Huron Municipal Office by way of cash, cheque, debit, or credit card. The Township of North Huron also accepts payments by way of Mastercard, VISA, and debit online through OptionPay.

Business/Applicant Information

Business Name: _____

Applicant/Business Owner's Name: _____

Business Address: _____

Mailing Address (if different from above): _____

Phone Number: _____

E-mail Address: _____

License Request Information

Requested Date(s) for permit: _____ to _____

Name of Event (if applicable): _____

Supporting Documentation Submission Checklist

A Propane Fitter's Certificate indicating compliance with the provisions of the Ontario Propane Storage and Utilization Code, if propane fueled appliances are located on the Food Truck.

Proof of a valid Commercial Liability Insurance Policy, with a minimum of \$2,000,000.00 coverage, and with the Township of North Huron named as an additional insured party for the time period of the requested dates of the permit.

Documentation from the Fire Chief or their designate confirming that the Food Truck is in compliance with applicable fire safety regulations.

A satisfactory inspection report from a Health Unit completed within the current calendar year of the date of application.

A site plan noting the location of the Food Truck and the distance from other structures in the area such as buildings, sidewalks, roadways, other Food Trucks, and any other relevant buildings, structures, vehicles, etc. (this must be submitted unless this application is part of a Special Event, and the Event Organizer has submitted a site plan to the Township).

Submission of Application

A completed application form, along with the required materials and the applicable license fee can be submitted to:

Township of North Huron Clerk's Department
c/o Olivia Kempel
PO Box 90, 274 Josephine St, Wingham, ON N0G 2W0 or
okempel@northhuron.ca

Certification

I hereby certify that:

- All the information, statements and documents contained in this application are true and accurate, and
- I have been provided with a copy of the Food Trucks on Municipal Property By-law (electronically unless otherwise requested) and I agree to observe and comply with the requirements of the Township of North Huron Licensing – Food Trucks on Municipal Property By-law.
- I am at least 18 years of age.
- Any signage used will be in compliance with the Township of North Huron Sign By-law.

Date: Click or tap to enter a date. Signature: _____

Information collected on this application that constitutes personal information as defined in the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, Chapter M.56 as amended, the information is subject to the provisions of that Act and will be used for the purposes indicated or implied by this form. Questions about the collection of personal information should be directed to the Clerk of the Township of North Huron, located at the address stated above, or by telephone at (519) 357-3550.