



DEPARTMENT OF PLANNING, PARKS & RECREATION
BUILDING & BYLAW DIVISION
100 Water Street East, 2nd Floor
Cornwall, ON K6H 6G4
(613) 930-2787 ext. 2339 Fax: (613) 932-3236

CHECK LIST

for

MOBILE FOOD PREMISE Ice Cream Vehicle

Definition:

For the purpose of this Schedule, Mobile Food Premises shall mean a vehicle or other itinerant food preparation premises from which food prepared is offered for sale to the public. A Mobile Food Premises does not include any vehicle which is stationary, but does include the following:

- i. Ice Cream Vehicle
- ii. Mobile Canteen
- iii. Catering Vehicle, French Fry Vehicle (includes place-to-place catering)
- iv. Hot Dog Cart; and any other mobile food premises not mentioned.

TYPE OF LICENSES

- License AA - RESIDENT
At a specific event not exceeding (3) consecutive days. (Specify location and date)
- License AB - RESIDENT
More than one event or goes from Place to Place (seasonal)
- License AC - NON-RESIDENT
At a specific event not exceeding (3) consecutive days. (Specify location and date)
- License AD - NON-RESIDENT
More than one event and goes Place to Place (more than one event)

The following information/items must be provided:

- Licensing application fee of \$85.00

- Completed Application form (attached)
- Written specifications of the make, style, model, serial number and Ontario Plate Registration of the Mobile Food Premise vehicle;
- Proof that the applicant is the holder of a current Motor Vehicle Permit issued pursuant to the highway Traffic Act that permits it to be driven on a highway.
- Proof that the applicant is at least sixteen (16) years of age.
- Proof of insurance on said vehicle
- Approval of a licensed propane fitter, if equipped with propane indicating that the equipment has been inspected and is in good working order.
- Provide a vehicle safety certificate for the vehicle to be operated
- Gross vehicle weight and location where vehicle(s) are to be stored
- Certificate of Insurance which includes third party liability in the minimum amount of \$2,000,000.00. *
- Location where the vehicle or other will be stored.

INSPECTIONS REQUIRED

SIGNATURE OF APPROVALS FROM (as applicable to license type) _____

- | |
|--|
| <input type="checkbox"/> Fire Prevention Officer |
| <input type="checkbox"/> Bylaw Enforcement Officer |
| <input type="checkbox"/> Letter from Parks & Recreation Department (where the Mobile Food Premises is to be located in a municipal park) |
| <input type="checkbox"/> Eastern Ontario Health Unit (form attached) |

- * The Licensee(s), at its own expense, shall be required to provide a copy of Certificate of Insurance which includes third party liability in the minimum amount of \$2,000,000.00 inclusive per occurrence for bodily injury (including personal injury, debt, and damage to property including loss of use thereof), and naming The Corporation of the City of Cornwall as an additional named insured on said policy, throughout the term of the Agreement. As well, the Licensee(s), shall provide a receipt of the premium payment, and the City of Cornwall will be given ten (10) days notice in writing of any cancellation, expiration or suspension of the policy or of any reduction in the amount of coverage under the policy.

Note: For official wording, please request a copy of Bylaw # 192-2005.

Contact the Building & Bylaw Enforcement Office

Telephone No. (613)930-2787 ext. 2339
