

# City of Dalton Mobile Food Vending Rules Sheet



## City of Dalton Mobile Food Vendor Requirements

All mobile Food Vendors must comply with all local and state applicable laws and regulations. Depending on the type of function you wish to conduct, you'll fall under one of the four categories (4) below with the respective requirements.

**City Sponsored Events:** The Mobile Food Vendor is stationed at an event that is sponsored by the City.

- Food Service Permit (DPH) or Temporary Food Service Permit from the Whitfield County Department of Health
- Food Service Inspection Report (Must be within the last 6 months)
- Fire Department Inspection Approval
- Automobile Liability Insurance
- Indemnification Agreement

**Non-City Sponsored Food Truck Area:** The Mobile Food Vendor is stationed in a city public location designated for Mobile Food Trucks and is charging customers for a profit.

- City of Dalton Mobile Food Vending License (\$100 annually or \$30 monthly fee)
- Parking Permit for Food Truck Areas (\$100.00 annually or \$25 daily fee)
- Occupational Tax Certificate from Base of Operation
- Food Service Permit (GA Department of Health) or Temporary Food Service Permit from the Whitfield County Department of Health
- Food Service Inspection Report (Must be within the last 6 months)
- Fire Department Inspection Approval
- Dalton Parks & Recreation MFV Sign-Off Form
- Driver license(s) and vehicle registration information
- If temporary seating planned, a scaled drawing indicating where
- Background Check Consent Form
- Automobile Liability Insurance
- Indemnification Agreement
- Attached Color Photo of Vehicle

**Private for Profit:** The Mobile Food is stationed at a private location and is charging customers for a profit.

- City of Dalton Mobile Food Vending License (\$100 annually or \$30 monthly fee)
- Occupational Tax Certificate from Base of Operation
- Food Service Permit (GA Department of Health)/ Temporary Food Service Permit from the Whitfield County Department of Health
- Food Service Inspection Report (Must be within the last 6 months)
- Fire Department Inspection Approval
- Driver license(s) and vehicle registration information
- Background Check Consent Form
- Color Photo of Vehicle
- Food Mobile Toilet Use Agreement
- Mobile Food Service Unit Private Property Use Agreement

**Private Not for Profit:** The Mobile Food Vendor is stationed at a private location and is not charging customers for food. Instead the owner of the private location pays the Mobile Food Vendor for their services.

- Food Service Permit (DPH) or Temporary Food Service Permit from the Whitfield County Department of Health
- Food Service Inspection Report (Must be within the last 6 months)
- Fire Department Inspection Approval
- Mobile Food Service Unit Private Property User Agreement

### City of Dalton Mobile Food Vending License

- If you're a private, for profit mobile food truck, you're required to obtain a City of Dalton Mobile Food Vendor License (MFV). The price for the Mobile Food Vending License is \$100 annually or \$30 monthly, which includes the fire inspection, application fee, and the license fee.
- There are City designated locations in which Mobile Food Vendors are allowed to operate. The designated locations will be on a first come first serve basis.
  - The operating hours for mobile food vendors are to be determined by the Parks and Rec. Department; unless it is a City Sponsored Event or at a private location.
  - Mobile Food Vending is only allowed in designated food truck areas during the 1<sup>st</sup> and 3<sup>rd</sup> weeks of the month; unless it is a City Sponsored Event.

### Recreation

- Mobile Food Vendors must receive permission from the Recreation Department to operate in City Parks by submitting the Dalton Parks & Recreation MFV Sign-Off Form;
- There are designated locations issued by the Parks & Rec. Department in which Mobile Food Vendors are allowed to operate. The designated locations will be on a first come first serve basis.
  - The operating hours for mobile food vendors are by the Parks and Rec. Department if located in a designated city location area; unless it is a City Sponsored Event.
  - Food Truck Vending will ONLY be held on the 1<sup>st</sup> & 3<sup>rd</sup> weeks of the month.

### Parking Permit for Non-City Sponsored Food Truck Areas

- Parking permit is required in order to operate in designated zones.
  - The parking permit fee is \$25.00 daily or \$100.00 annually. For the parking permit within the City Parks, applicants must have prior approval from the Recreation Department.
  - The daily parking permit is only valid for the date(s) applied for on the permit.
  - The annual parking permit is only valid for the current calendar year.
  - Must notify City Clerk's Office regardless of parking permit status (annual or daily) if Mobile Food Truck is in designated area. (This parking permit does not take the place of a Mobile Food Vending License.)

### Designated Food Truck Areas

- City Parks-Authorized by the Recreation Department
  - Al Rollins Park
  - Broaddus- Durkin Soccer Complex
  - Burr Performing Arts Park
  - Civitan Park
  - Haig Mill Lake Park
  - Heritage Point Park Softball Complex
  - Heritage Point Park Soccer Complex
  - John Brown Complex/Ron Nix Soccer Complex
  - Lake Shore Park
  - Mack Gaston Community Center
  - Mount Rachel Trail
  - Raisin Woods Park
  - Dalton Green
  - 902 S. Hamilton Street

### Important Information

- Mobile food trucks are responsible for the proper disposal of waste and trash associated with the operation. Mobile food trucks shall remove all generated waste and trash from their approved location at the end of each day or as needed to maintain the public health and safety. No liquid waste or grease is to be disposed of in tree pits, storm drains, sanitary sewers, onto the sidewalks, streets or other public or private space.
- The Parks and Recreation Department has a contract with a concession vendor that prohibits the sale of outside food during scheduled recreation events at select parks. Mobile Food Vendors operating during a scheduled recreation event without permission from the Parks and Recreation Director will be required to leave.

### DPH Rules and Regulations

- a) A mobile food service unit shall operate from its permitted base of operation and report daily to such location for supplies and cleaning and servicing operations. *Per Rules and Regulations Food Service Chapter 551-6-1.*

Whitfield County Health Department  
800 Professional Blvd  
Dalton, GA 30720  
706-279-9600

Dalton Fire Department  
404 School Street  
Dalton, GA 30720  
706-278-7363

Dalton Parks and Recreation Department  
904 Civic Drive  
Dalton, GA 30721  
706-278-5404