



**WINDSOR
HEIGHTS**
the heart of it all

City of Windsor Heights

www.windsorheights.org

1145 66th Street, Suite 1 • Windsor Heights, Iowa 50324 •
Phone 515-279-3662 • Fax 515-279-3664

MOBILE FOOD UNIT LICENSE

License is not valid for city affiliated special events.

Date of Submission: _____

Fee Amount: \$75.00

Name of Owner/Applicant: _____ Address: _____

Name of Business: _____

Email: _____ Phone: _____

Vehicle information: Make: _____ Model: _____ Year: _____ License Plate #: _____

Please check **one** of the following:

- ☐ Class I – Non-refrigerated vending units that serve only intact, non-potentially hazardous commercially prepackaged food and beverages.
- ☐ Class II – Refrigerated or Hot vending units that serve potentially and non-potentially hazardous commercially prepackaged foods from an approved source. No cooking is allowed as part of a Class II unit.
- ☐ Class III – Units that serve potentially and non-potentially hazardous packaged food and unpackaged foods with limited assembly. These units are limited to pre-cooked foods from an approved source that may be reheated on the unit.
- ☐ Class IV – Units that serve potentially and non-potentially hazardous foods that are prepared, cooked, cooled or reheated and assembled on the unit

Please attach **all** of the following to the application:

- ☐ Copy of approval required by the State of Iowa Department of Inspections and Appeals pursuant to Chapter 183.
- ☐ Iowa Retail Sales Tax Permit.
- ☐ Commercial general liability insurance: this shall include coverage for bodily injury, death and property damage, with limits of liability at a minimum of one million dollars per occurrence and aggregate combined single limit.
- ☐ An approved fire inspection from one of the following cities: Clive, Des Moines, Ankeny, Urbandale, Norwalk, Grimes, Altoona, Pleasant Hill, Johnston, Waukee, or West Des Moines
- ☐ Photographs from the front, back and side of the mobile food unit

Signature _____

Date _____

Building and Zoning Official _____

Date _____

Payment Received: ☐ Yes ☐ No Date: _____ License approved: ☐ Yes ☐ No Date: _____

This permit shall be available for inspection at all times that the pushcart or mobile food unit is in operation. In addition, a Special Occurrence Permit is required during City affiliated events. This license will expire one year from the date of approval.