

**FOODTRUCK/TRANSIENT MERCHANT  
2019 APPLICATION**

**(Fee Required \$25 Per Time or \$50 Yearly)**

All yearly applications are calendar year



**APPLICANT NAME:** \_\_\_\_\_

**Date of Request:** \_\_\_\_\_ **Applicant's Full Legal Name:** \_\_\_\_\_

**Applicant's Permanent Address:**

\_\_\_\_\_  
\_\_\_\_\_

**Applicant's Telephone Number:** \_\_\_\_\_

**Applicant's email:** \_\_\_\_\_

**Applicant's Driver's License #** \_\_\_\_\_

**Applicant's Birth Date:** \_\_\_\_\_

**Full Legal Name of any and all business operations owned, managed, or operated by applicant:** \_\_\_\_\_

\_\_\_\_\_

**Address:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

**Brief description of where the applicant wishes to do business and or sell goods:**

\_\_\_\_\_

**Dates which the applicant intends to do business** \_\_\_\_\_

**What property is it intended to be utilized (by a transient merchant) and written permission of the owner of property will be required if it's private property:**

**Private commercial parking lot (location : \_\_\_\_\_)**

**Private industrial parking lot (location: \_\_\_\_\_)**

**Private residential (catering only) (location: \_\_\_\_\_)**

**Public street(s) (dedicated parking stall) (location: \_\_\_\_\_)**

**Names and addresses of any individuals who will selling items to the public:**

\_\_\_\_\_  
\_\_\_\_\_

**Description and license plate number for any vehicle to be used:**

\_\_\_\_\_

**Statement as to whether or not the applicant has been convicted within the last five years of any felony, gross misdemeanor, or misdemeanor for violations of any state or federal Statutes of any local ordinance, other than traffic offenses:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**List of most recent Cities where the applicant has done business:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**A general description of the items to be sold or services to be provided:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Any additional information? :** \_\_\_\_\_

\_\_\_\_\_

**APPLICANT NOTE: Make check/money order payable to:**

**City of Jordan  
210 E. 1<sup>st</sup> Street  
Jordan, MN 55352**

**APPLICANT'S SIGNATURE:** \_\_\_\_\_

**Applicant has attached a copy of the following to this Application:**

1. A certificate of insurance that complies with the insurance requirements of City of Jordan Code § 124.03(c)(1)-(2);
2. Written consent of the private property owner identified above, if any;
3. If the food truck is part of a Community Special Event, written consent from the event coordinator is required;
4. A copy of each related license or permit granted by Scott County, Minnesota or any other agency pursuant to Minnesota Statutes, Chapter 157 or 28A; and
5. Applicant's state sales tax identification number.

**I HAVE RECEIVED FROM THE ABOVE APPLICANT THE AMOUNT INDICATED IN PAYMENT FOR FOODTRUCK/TRANSIENT MERCHANT LICENSE:**

**Total Amount Due: \$ \_\_\_\_\_ Received by: \_\_\_\_\_ Date: \_\_\_\_\_**

**CITY ADMINISTRATOR APPROVAL: \_\_\_\_\_**

**CITY ADMINISTRATOR DENIAL: \_\_\_\_\_**

**REASON: \_\_\_\_\_**



TO REVIEW THE CITY ORDINANCE IN ITS ENTIRETY YOU MAY CONTACT THE CITY OF JORDAN FOR A FULL COPY OF THE ORDINANCE OR YOU MAY REFERENCE THE CITY CODE ON THE CITY OF JORDAN'S WEBSITE.

#### **115.06 LICENSE ISSUANCE PROCEDURE.**

(A) *Applications.* All applications for licensing shall be immediately referred to the City Administrator or other person acting on the City Administrator's behalf. Upon receipt, the City Administrator or designee shall review the application and conduct any investigation necessary to verify the provided information.

(B) *Ineligibility for a license.* The Administrator shall recommend denial of the license if, during the course of the investigation, any of the following circumstances are discovered:

(1) The applicant has failed to truthfully provide any of the information requested by the city as part of the application.

(2) The applicant has been convicted, within the past 5 years from the date of application, of any violation of federal or state law, or any local ordinance which adversely affects the person's ability to conduct the licensed be provided, or that will adversely affect the health, safety and welfare of the residents of the city. The violations shall include, but are not limited to burglary, theft, larceny, swindling, fraud, assault or unlawful business practices.

(3) The revocation of any license issued to the applicant for the purpose of conducting business as a peddler, solicitor or transient merchant within the past 5 years.

(4) The applicant has received more than 3 complaints against the applicant with the Better Business Bureau, the Attorney General's Office or other similar business or consumer rights office or agency within the preceding 12 months or the city discovers other reliable evidence that applicant's business may adversely impact the welfare of the residents of the city.

(C) *City Council review/decision.* The Administrator shall forward the application and a recommendation to approve or deny the license to the City Council within 14 regular business days after receipt of the application. If the Council approves the application, the Administrator shall be instructed to issue a license to the applicant. If the Council rejects the application, the applicant shall be notified in writing of the decision, the reason for the denial, and of the applicant's right to appeal the denial by requesting within 10 days of receiving the Council's notice of rejection, a public hearing to be heard by the City Council within 20 days of the date of the request. The final decision of the Council following the hearing shall be subject to an appeal by petitioning the Minnesota Court of Appeals for a Writ of Certiorari.

(D) *Duration.* A license granted under this chapter shall be valid only during the time period indicated on the license. In no case shall a license be valid longer than 1 calendar year.

(E) *Transferability.* No license issued under this chapter shall be transferred to any other person.