

MOBILE PREPARED FOOD VENDOR

DEFINITIONS

A “**Mobile Prepared Food Vendor**” is any person who, by traveling from place to place upon the public ways, serves portions of food, coffee or other beverages that are totally enclosed in a wrapper or container and which have been prepared or wrapped in a licensed food establishment, using a wheeled non-motorized vehicle, pushcart, or handcart.

FEES

The license application fee is \$100 for a 2 year term.

REQUIREMENTS

What is required on the cart?

- Adequate refrigeration and/or heating equipment as approved by the department of health. Use of propane and/or gasoline generators are not allowed.
- All mechanical refrigeration and heating equipment shall be equipped with a thermometer.
- All sides, top, bottom and counters of the cart shall be made of durable and cleanable construction.
- Clean, non-absorbent, washable receptacles, with a tightfitting lid for refuse is required.
- Mobile Prepared Food Vendors shall be responsible for the sanitation and cleanliness of the place of operation and the surrounding area.

What is required to apply for the license?

- The applicant’s full name, residence address, telephone numbers, social security number or IRS ITIN number, and an Illinois Sales Tax number and IDOR Account number.
- Menu including a list of all food items the applicant intends to serve.
- Diagram and photos of the non-motorized vehicle or cart.
- Specifications of all equipment to be used on the non-motorized vehicle
- A City of Chicago Food Sanitation Manager Certificate, as required.
- Lease and/or agreement with the licensed commissary where the vehicle or cart will be cleaned and serviced and where food will be prepared and stored.
- A “Shared Kitchen User” license is required to prepare and or store food at a licensed commissary. Food may not be prepared or stored in a residential home.

READY TO APPLY?

You may apply for a license online by visiting ChicagoBusinessDirect.org, or in person at the Small Business Center in City Hall, 121 N. LaSalle Street, Room 800. For general licensing inquiries, call (312) 74-GOBIZ/(312) 744-6249.