



City of Albertville  
5959 Main Avenue NE, P.O. Box 9  
Albertville, MN 55313  
763-497-3384  
Fax 763-497-3210  
[www.albertvillemn.gov](http://www.albertvillemn.gov)

## MOBILE FOOD UNIT (MFU) LICENSE APPLICATION

**Cost: \$75**

### I. APPLICANT INFORMATION

Business Name: \_\_\_\_\_  
Applicant's Legal Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
**Is this your permanent address?**  Yes  No **f no, please provide permanent address:**  
Permanent Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

### II. FOOD AND LOCATION

Describe the food that will be sold:

\_\_\_\_\_

Are you licensed by the MN Health Department?  Yes  No **Please provide copy of license.**

List the address and describe location(s) where food will be sold:

\_\_\_\_\_

***The applicant has my permission to sell on my property:***

\_\_\_\_\_

Property Owner Printed Name

Property Owner Signature

Date

**Please provide demonstrate that you are 200 feet from any restaurant or coffee shop.**

Vehicle description:

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_ Plate #: \_\_\_\_\_

### III. HOURS AND DURATION OF SALES

**Mobile food unit operations shall be prohibited between the hours of 10:00 p.m. and 8:00 a.m.**

List the dates you will be selling:

\_\_\_\_\_

**IV. CRIMINAL BACKGROUND**

Have you ever been convicted of a crime, misdemeanor, or violation of any ordinances related to this type of business? If so, provide details, location(s), and date(s):

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**\*\*All ice cream vendors are required to undergo a criminal background investigation and complete the background consent form. ALL operators must complete page 4.\*\***

**V. PREVIOUS LICENSES HELD**

Please list the last municipalities, including state and dates worked, where you have conducted this business:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

**VI. APPLICANT OATH**

I hereby state:

- The answers and statements given by me are true and accurate to the best of my knowledge and belief.
- I understand that providing false information in this application may result in denial of a license.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date



**DEFINITIONS:**

**MOBILE FOOD UNIT:** A food and beverage service establishment that is a vehicle mounted unit, such as:

- (1) Motorized or trailered, operating no more than twenty-one (21) days annually at any one place, or operating more than twenty-one (21) days annually at any one place with the approval of the regulatory authority as defined in Minnesota Rules, part 4626.0020, subpart 70; and a self-contained unit, in which food is stored, cooked, and prepared for direct sale to the consumer.
- (2) Operated in conjunction with a permanent business licensed under Chapter 157 or Chapter 128A of the Minnesota State Statutes at the site of the permanent business by the same individual or company, and readily movable, without disassembling, for transport to another location; and a self-contained unit, in which food is stored, cooked, and prepared for direct sale to the consumer.
- (3) Food Cart: A food and beverage service establishment that is a non-motorized vehicle self-propelled by the operator.
- (4) Ice Cream Truck: A motor vehicle utilized as the point of retail sales of pre-wrapped or pre-packaged ice cream, frozen yogurt, frozen custard, flavored frozen water, or similar frozen dessert products.



## MOBILE FOOD UNIT (MFU) REGULATIONS

Mobile food units (MFUs) and food carts are required to meet the additional following standards:

1. MFU's must be licensed by the Minnesota Health Department, and must adhere to State regulations for food trucks as provided in Food Code Chapter 4626.1860 Mobile Food Establishments; Seasonal Temporary Food Stands; Seasonal Permanent Food Stands. Evidence of the State license must be provided to the City as part of the local license application.
2. MFU sites shall be kept in a neat and orderly manner, and shall adhere to the following site requirements:
  - a. Trash and/or recycling collection and cleanup must be provided.
  - b. MFU's must provide independent power supply which is screened from view. Generators are permitted.
  - c. MFU's may not maintain or use outside sound amplifying equipment, televisions or other similar visual entertainment devices, lights or noisemakers such as bells, horns or whistles. Ice cream trucks traveling through a residential district may have outdoor music or noise-making devices to announce their presence.
  - d. MFU's cannot obstruct the movement of pedestrians or vehicles or pose a hazard to public safety.
  - e. MFU's shall be located on an asphalt or concrete surface.
  - f. MFU's may not be located within 200 feet of existing restaurants or coffee shops, as measured from the MFU to the food service building.
  - g. MFU's must close during adverse weather conditions when shelter is not provided.
3. MFU's may only operate in the business, industrial, and public/institutional districts. Ice cream truck vendors may operate in all zoning districts.
4. MFU's must be located on private property, and the applicant must provide written consent from the property owner. However, MFUs may be located in a public park with approval from the City, and ice cream trucks are allowed to operate within the public right-of-way in residential districts.
5. Ice cream truck vendors are required to undergo a criminal background check prior to operating in the community, at the cost of the applicant.
6. If MFU sites are found to be in non-compliance with any conditions as provided in Chapter 4 of the City Code, the City reserves the right to revoke the MFU transient merchant license.
7. It shall be unlawful for any transient merchant to sell or offer for sale any goods, wares, or merchandise on any public lands or public right-of-way within the City.
8. The space used by the transient merchant, including off street parking in connection therewith, shall not exceed the space needed for the existing business at the site, and in any case, the merchandise displayed shall not occupy more than one hundred (100) square feet.
9. No overnight storage of transient merchant equipment or merchandise shall be permitted.
10. No signage shall violate the provisions of the City Code relating to size and number of business signs.



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## BACKGROUND INVESTIGATION CONSENT FORM

Date: \_\_\_\_\_

**APPLICATION TYPE:**  
 Mobile Food Truck  
 (Ice Cream Vendor)

Last Name, First Name, Middle Name (full) of Applicant (please print):  
 \_\_\_\_\_

Maiden, Alias or Former (please print):  
 \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ Sex (M or F): \_\_\_\_  
Month/Day/Year

Social Security Number : \_\_\_\_\_

The undersigned, having filed an application with the City of Albertville for a business license, realizing that the City has need to investigate the background and history of the applicant in order to better evaluate his or her application does hereby authorize and request the **Wright County Sheriff's Office, Minnesota Bureau of Criminal Apprehension, and every law enforcement official and every other person, firm, officer, corporation, association, organization or institution having control of any documents, records, or other information pertaining to me to furnish the original or copies of such documents, records and other information to the City** or any of its representatives to inspect and make copies of any such documents, records, and other information; I further authorize any such persons to answer any inquiries, questions, or interrogations concerning the undersigned, which may be submitted to them by the City or its authorized representative, I fully understand that the information so obtained by the City may be used by it in its evaluation of my application.

*I hereby release and exonerate any person who shall comply with the authorization and request made herein from any and all liability of every nature and kind growing out of and in any way pertaining to the furnishing or inspection of such documents, records, and other information.*

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date

Subscribed and sworn before me, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary Seal

\_\_\_\_\_  
 Signature of Notary Public



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## TENNESSEN WARNING

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In connection with your request for a license, the City has asked that you provide information about yourself which may be classified as private, confidential, nonpublic, or protected nonpublic under the Minnesota Government Data Practices Act. This means that this data is not ordinarily available to the general public. Accordingly, the City is required to inform you of the following:

1. The purpose and intended use of the information requested is to determine if you are eligible for a license from the City.
2. You are not legally obligated to supply the requested information and may refuse to provide some or all of the requested information.
3. The known consequence of supplying the requested information is that the information or further investigation could disclose information which could cause your application to be denied.
4. The known consequence of refusing to supply the requested information is that your request for a license cannot be processed.
5. A criminal charge, arrest, or conviction will not necessarily bar you from obtaining a license with the City, unless the conviction is related to the matter for which the license is sought, according to Minnesota Statute 364.03. However, failure to reveal the requested criminal information will be considered falsification of the application and may be used as grounds for the denial of the application.
6. Some of the information you provide will be released to the Minnesota Department of Revenue. Other governmental agencies necessary to process your application are authorized by law to receive the information provided. The City may also release the information provided if required by Court order, or if authorized by other state or federal law.

The undersigned, by signing this notice, acknowledges that he/she has read and understood the contents of this notice and is in agreement of the Tennessean Warning and its application.

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Signature of Applicant

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Date