



Phone: 440-582-3000

City of North Royalton

Mayor Larry Antoskiewicz

Community Development, Building Division

11545 Royalton Road, North Royalton, OH 44133

APPLICATION FOR MOBILE FOOD UNIT REGISTRATION INSTRUCTIONS AND CHECKLIST

All mobile food units operating in the City of North Royalton must be registered with the City as required by Chapter 845 of the Codified Ordinances. Attached are the registration application forms.

Use the following checklist to ensure accurate completion of the application:

- PAYMENT** - Attach a check or money order payable to the City of North Royalton as follows:
REGISTRATION - One hundred (\$100) dollars. Registration fee covers one inspection by the North Royalton Fire Department. Additional inspections require a payment of \$50 to be made to the Building Division.
- FIRE SAFETY INSPECTION REPORT** – Each mobile food unit is required to pass a safety inspection by the North Royalton Fire Department. These inspections can be scheduled by calling the fire department at 440-237-4315.
- REQUIRED CERTIFICATIONS** - Mobile Food Units are required to maintain the following certifications: Board of Health approved license to sell food; documentation that the LP gas tank and piping system (where applicable) has been inspected and tested in accordance with all required standards within the last twelve (12) months; and proof of general liability insurance coverage, including without limitation, bodily injury and property damage, in coverage amounts of one million dollars (\$1,000,000) per occurrence. Additional required documentation may include other certifications or federal, state or local licensure depending on the type of operation being conducted. Required documentation must be provided to the Building Division as part of the registration as well as the Fire Chief, Assistant Fire Chief or designee at time of inspection.
- SIGNATURES** - Sign registration application.

Type or print all information in ink. Fill in the forms completely. Incomplete forms shall delay processing and issuance of registration.

THIS AND OTHER FORMS ARE AVAILABLE AT WWW.NORTHROYALTON.ORG

6/13/2023



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APPLICATION FOR MOBILE FOOD UNIT REGISTRATION

Please type or print all information in ink. Incomplete applications shall not be processed and may delay registration. Making application to register as a mobile food unit within the corporate limits of North Royalton is in accordance with the requirements of Chapter 845 of the Codified Ordinances. Registrations can be applied for in person or by mail.

1. Mobile Food Unit Owner:

2. Authorized Representative (if applicable):

Name of Business

Name of Authorized Representative (if applicable)

Business Address

Address

City, State and Postal Code

City, State and Postal Code

Phone

Alternate / Mobile Phone

Fax

Email

2. Date of Application: _____ (registrations and fire department inspections are valid for the calendar year in which they are issued).

3. Business Federal ID Number: _____

I, _____ (authorized representative signing application) do hereby make application for a license to operate as a _____ mobile food unit within the corporation limits of North Royalton, Ohio and I am the authorized representative of _____ (company name). I do hereby certify that I will abide by the provisions of the North Royalton Codified Ordinances, that I am fully aware of the requirements of the same, particularly the Zoning, Building, Fire and Maintenance Codes of the City. I further certify that I am fully aware of and have reviewed the provisions of the North Royalton Codified Ordinances dealing with requirements of obtaining mobile food unit registration. I further understand that any misrepresentation of data or facts or violations of the Ordinances of the City of North Royalton are cause for refusal, suspension or revocation of this license if issued.

Signature of owner or authorized representative

Date

Signature of Building Commissioner

Date

RETURN THIS COMPLETED AND SIGNED APPLICATION WITH THE FOLLOWING:

1. LICENSE FEE OF:
REGISTRATION - ONE HUNDRED (\$100.00) DOLLARS
CHECK OR MONEY ORDER SHALL BE PAYABLE TO THE CITY OF NORTH ROYALTON
2. CERTIFICATE OF INSURANCE AND OTHER REQUIRED CERTIFICATIONS
3. APPROVED RECORD OF INSPECTION FROM THE NORTH ROYALTON FIRE DEPARTMENT

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