



City of Murfreesboro

Permit Application for Mobile Food Service Vehicle

111 W Vine Street • Murfreesboro, TN 37130 • 615-893-6441

Note: This application must be filled out completely. Application for a permit does not guarantee that a permit will be granted. Application approval is based upon compliance of the Mobile Food Service Vehicle (MFSV) with state and local health requirements and City of Murfreesboro ordinances governing MFSV operation.

Business Name: _____

MFSV Name: _____

MFSV Owner: _____

Owner Phone #: _____

Owner Email: _____

Owner Street Address: _____

City, State Zip: _____

City Business License #: _____

County Business License #: _____

MFSV Operator: _____

Operator Phone #: _____

Applicant's Driver's License #: _____

Please attach copies of the driver's licenses of all drivers of the MFSV.

Type of Vehicle: Truck Trailer

Vehicle Weight: _____

If vehicle weighs over 26,000 lbs., a CDL is required.

Vehicle Make: _____

Model and Year: _____

Please attach a color photo of the front, both sides and back of MFSV.

Vehicle License Plate # _____

Please attach a copy of registration. List State if not TN

Will the MFSV use a deep fryer or flat top griddle for food preparation? _____

Yes No

Will propane be used on the MFSV? _____

Yes No

Is the MFSV equipped to use shore power? _____

Yes No

If this is a Renewal, have any changes been made to the MFSV since last inspection? _____

Yes No

Fees for New and Renewal Food Truck Applications are \$50.00.

A Mobile Food Service Vehicle CANNOT operate in the City of Murfreesboro unless the MFSV has a valid Mobile Service Permit issued by the City and complies with all applicable laws and regulations.

I certify that all information in this application and the required documents is accurate to the best of my knowledge. I agree to comply with the City of Murfreesboro regulations regarding MFSVs. I understand that if any changes are made to the information included in this application, I should notify the City.

Signature of Applicant

Printed Name of Applicant

 Confirmation by Planning that the applicant has consulted with the Planning Department about the food truck ordinance.

Date

Authorized Planning Department Representative



City of Murfreesboro Required Documents Checklist

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*The list below is for reference only.
Additional documents or information may be required by the City of Murfreesboro*

Suggested order of items:

Step 1: Fill out application

- Obtain Tennessee business licenses (by city or home-based county)
- Make copies of Driver’s Licenses and vehicle registration
- Print out color photos of the vehicle (inside, front, both sides, and back)
- Obtain copy of automobile insurance

Step 2: Obtain a TN Department of Health Inspection Report (this can be done at any TN Department of Health location)

Step 3: Obtain a Fire Safety Inspection (this must be done by the Murfreesboro Fire Marshal’s Office). Fire Safety inspections are done by appointment only.

- Phone Number: 615-849-2605
- Business Hours: M-F, 8 am – 4:30 pm

Step 4: Consult with Planning Department about Food Truck Ordinance and obtain signature on Application form.

- Phone Number: 615-893-6441
- Business Hours: M-F, 8am – 4:30 pm
- Address: 111 W Vine Street, Second Floor

Step 5: Take all above items to the Building and Codes Department, with a \$50 application fee, and they will process your application.

- Phone Number: 615-893-3750
- Business Hours: M-F, 8am – 4:30 pm
- Address: 111 W Vine Street, Second Floor

Checklist:

<input type="checkbox"/> Fill out application
<input type="checkbox"/> Obtain Tennessee business licenses (by city or home-based county)
<input type="checkbox"/> Make copies of Driver’s Licenses and vehicle registration
<input type="checkbox"/> Print out color photos of the vehicle (inside, front, both sides, and back)
<input type="checkbox"/> Obtain copy of automobile insurance
<input type="checkbox"/> Obtain a TN Department of Health Inspection Report
<input type="checkbox"/> Obtain a Fire Safety Inspection
<input type="checkbox"/> Consult with Planning Department about Food Truck Ordinance and obtain signature on Application form.
<input type="checkbox"/> Take all above items to the Building and Codes Department, with a \$50 application fee, and they will process your application.