



### City of Longview Environmental Health Services Division

P.O. Box 1952 Longview, TX 75606; Walk-in Location: 410 S. High Street (8am-5pm Mon. thru Fri)  
Phone 903-237-1285 Fax 903-237-1289

[LongviewTexas.gov](http://LongviewTexas.gov)

### Application for MOBILE FOOD UNIT Permit

**NOTE:** This application packet must be filled out completely and turned in with copy of proof of Texas sales and use tax permit and copy of current and valid identification card for owner and any applicable responsible parties. **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.** Application for a permit to operate does not guarantee that a permit will be granted. Permit approval is based upon the establishment or mobile food unit's compliance with state and local health requirements. **MOBILE UNITS MUST BE PRESENT TO ISSUE PERMIT.** In the event a permit is not issued, the permit fee may be refunded. The application fee is non-refundable. No refunds for any reason after 180 days from receipt of payment. **PERMITS ARE NON-REFUNDABLE AND ONLY VALID FOR ONLY OPERATING WITHIN THE CITY OF LONGVIEW.**

Type of Mobile Vending Permit (✓ 1 box only):  Unrestricted (open foods)  Restricted (pre-packaged foods)  Limited Service (frozen foods, popsicles)

Mobile Food Unit Name: \_\_\_\_\_

Mobile Food Unit Owner's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Additional Responsible Party (if applicable): \_\_\_\_\_ Phone #: \_\_\_\_\_

Owner's: \_\_\_\_\_  
Address City State Zip Code

Date of Birth: \_\_\_\_\_ Personal Identification Number/State: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Number of Employees: \_\_\_\_\_

Mail Renewals to: \_\_\_\_\_  
Address City State Zip Code

Business Type:  Proprietorship,  Partnership,  Corporation

Mobile Food Unit Type:  Motor Vehicle,  Trailer,  Pushcart

Vehicle Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_

Color: \_\_\_\_\_ License Plate #: \_\_\_\_\_ State: \_\_\_\_\_ Vin # \_\_\_\_\_

Name of Commissary or Central Preparation Facility (CPF): \_\_\_\_\_

Address City State Zip Code

Phone #: \_\_\_\_\_ Owner/Responsible Party's Name: \_\_\_\_\_

Types of Food to be Offered: \_\_\_\_\_

The mobile food operation must submit all required documents, pass all physical inspections, provide fee payments and hold a permit to legally operate. Permit expiration date is December 31<sup>st</sup>. Annual permit fees are based on the type of operation, and are as follows:

- City of Longview:**
- Limited Service Permit Fee.....\$75
- Restricted Permit Fee .....\$200
- Unrestricted Permit Fee .....\$250
- Application Fee .....\$200

\*\*\*All of the information contained in this application is true and correct to the best of the applicant's knowledge and belief. Applicant acknowledges that the permit applied for shall be subject to all provisions of the orders and ordinances of the City of Longview, and shall be subject to all provisions of the statutes and ruled adopted under the statutes of the State of Texas governing food service establishments, retail food stores, mobile food units and roadside food vendors.\*\*\*

Owner/Responsible Party Signature \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_

**Office Use Only**

Date Received: \_\_\_\_\_ Amt. \$ \_\_\_\_\_ Check #: \_\_\_\_\_ Received By: \_\_\_\_\_ Receipt #: \_\_\_\_\_ RSN#: \_\_\_\_\_

City permit fees may be made w/cash, check, money order or credit card. Please make fees payable to the City of Longview, either in person or at the above address location.