



Justin Harsha, Mayor
Brienne Abbott, Safety & Service Director

APPLICATION FOR MOBILE FOOD SALES

Name _____ Phone _____ Email _____

Address _____

Height _____ Weight _____ Color of Eyes _____ Hair Color _____

Do you wear glasses? _____ Do you have a mustache? _____ Are you a citizen of the U.S.? _____

Make of car _____ Year _____ Type _____

Have you ever been convicted of an offense other than a minor traffic violation? If so, give dates.

Are you addicted to narcotics or alcohol? _____

Have you ever been licensed to sell anywhere in Highland County, Ohio? If yes, give dates and municipality names.

Have you been refused a license to sell? If yes, give municipalities name and dates. _____

Have you ever had a license revoked? If yes, give dates and issuing authorities' name. _____

I DO SOLEMNLY SWEAR THAT THE ANSWERS AS GIVEN HEREIN HAVE BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE ARE TRUE, CORRECT AND COMPLETE.

Applicant Signature _____

Date _____

Safety & Service Director _____

Date _____

Income Tax Administrator _____

Date _____

Please attach a copy of all State & County permits/licenses to application.

Checklist:

- ☐ Driver License
- ☐ Ohio Vendors License (if selling taxable items)
- ☐ Vehicle Registration
- ☐ Liability Insurance
- ☐ Food Service Operation License
- ☐ Proof of Filing at Hillsboro Income Tax Bureau
- ☐ Paint Creek Joint Fire & EMS Inspection

Payment Received By: _____ Payment Date: _____ Form of Payment: _____

130 North High Street Hillsboro, Ohio 45133
P 937.393.5219 www.hillsboroohio.net

155.075. TEMPORARY USE REGULATIONS

A. MOBILE FOOD AND MEDICAL USES

Mobile food and medical uses are permitted as temporary uses with the following conditions:

1. Mobile food and medical uses must be located on private property, and with the permission of the property owner. The operator shall have written permission from the property owner to operate on their property. The written permission shall be kept with the vehicle and made immediately available to the city upon request.
2. Mobile food and medical uses shall be allowed at public parks or facilities with the approval of the city. A list of available venues shall be kept in the office of the Safety and Service Director.
3. Mobile food and medical uses may be allowed in the public right of way only if the timeframe and location is approved by the city. Vehicles cannot operate on a public sidewalk.
4. Signage on such mobile uses shall be attached to the vehicle and may not extend above the roof or beyond the sides of the vehicle.
5. The vehicle shall have all permits and licenses required by the State and Highland County to operate. A current copy of the permits and licenses shall be kept at the vehicle and immediately made available upon request. The operator shall comply in all respects with all requirements of state and county laws.
6. Noise generated by the vehicle shall not become a nuisance. No vehicle shall use or maintain any outside sound amplifying equipment, televisions, or similar visual entertainment devices or noisemakers.

§ 114.08 MOBILE FOOD VENDORS.

- (A) (1) Any person desiring to obtain a license to operate a mobile food vehicle or cart must submit an application for the same from the office of the Director of Public Safety-Service and shall submit a completed application along with a \$200 per calendar year fee or \$100 one-time use permit fee. Effective 1/1/2025, any person submitting a mobile food vehicle or cart application shall no longer pay the \$200 calendar year fee or \$100 one-time use permit fee.
(2) Said application must include copies of any and all permits and licenses required by the state and county to operate and a copy of filing at the City Income Tax Office.
- (B) All signage shall conform with the requirements of Chapter 155 of this code.
- (C) Mobile food vehicles and sidewalk carts permitted for that purpose, shall not be so situated to cause congestion that impedes pedestrian or vehicular traffic, or interfere with city or public use of the right-of-way, including the operations associated with the mobile food vehicle, such as signage, customer queues, or accessories that restrict access to parking, pedestrian, or vehicular travel unless approved by the city.
- (D) In calendar year 2024, the following events shall be exempt from mobile food permitting and fees:
 1. Festival of the Bells
 2. Highland County Fair
 3. Hillsboro Farmers Market