

City of Hartsville
PO Drawer 2497, Hartsville, SC 29551
(843) 383-3025 Fax (843) 3040



Mobile Food Vendor/Food Truck Application

(All applicable items on this application must be completed before a Food Truck Permit & Decal will be issued).

Food Truck Permit & Decal expires on December 31st each year. Renewals must be paid in full before a permit and decal are issued the following year.

For Office Use: Required Document

Two color photos of the applicant	Yes	No
Ten year background check	Yes	No
Ten year driving record	Yes	No
A copy of the vehicle registration	Yes	No
Color photos of the vehicle	Yes	No
Proof of general liability insurance	Yes	No
City of Hartsville business license	Yes	No
Copy of SC DHEC permits	Yes	No

Fee \$

Location of Food Truck: _____

Business Name _____

Trade Name (Doing Business As) _____

Mailing Address (office) _____

Physical Location (if different from mailing) _____

Business Telephone _____ Fax _____

Owner of Business _____

Telephone # _____ Mobile # _____

Email Address _____

Proposed Days & Hours of Operation (Must be within venue operating hours if applicable)

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Detailed description of goods to be sold: _____

Description of mobile food vehicle including dimensions, construction and appearance (attach diagrams, photos, and drawings): _____

Driver's License #: _____ Motor Vehicle Registration #: _____

Business License #: _____ SCDHEC permit #: _____

As the applicant, I hereby agree and understand that it is my responsibility to insure compliance with all policies, rules, regulations and guidelines of the City of Hartsville and other relevant procedures and laws. I understand that any violations may result in immediate revocation of the permit. I understand that the permit is non-transferrable and must be displayed at all times.

Applicant's Signature _____ Date _____

Approved by _____ Date _____

City of Hartsville Representative

*Supporting documentation **MUST** accompany the signed application when submitted.