



Mobile Food Vendor Regulated Business License Checklist
 (Mobile Food Vendor NAICS 722330) \$45.00 one-time application and \$25.00 license fee
(Appointments can be made by calling (702) 455-0174)
 Please provide copies of all documents upon submission

Department of Business License
 500 SOUTH GRAND CENTRAL PKY, 3RD FLOOR
 BOX 551810
 LAS VEGAS, NEVADA 89155-1810

APPLICATION PACKET

- DETERMINE JURISDICTION AND LAND USE:**
 To confirm if the business address is located within the unincorporated Clark County jurisdiction, the type of business activities permitted by zoning district, and for information regarding online land use application submittals; please visit <https://www.clarkcountynv.gov/comprehensive-planning/Pages/forms.aspx> or contact a planner at zoning@clarkcountynv.gov
 Telephone: (702) 455-4314.
- NEVADA STATE BUSINESS LICENSE/ REGISTER WITH THE NEVADA SECRETARY OF STATE:**
 NRS 76 requires all businesses, corporations, and partnerships operating in the State of Nevada to have a State Business License. All corporations, limited liability companies, partnerships, etc. are required to register their entities. Please visit the [Nevada Secretary of State's](http://www.nvsecretaryofstate.gov) website for more information. You may apply online at nvsilverflume.gov, or apply in person at the Secretary of State **located at 2250 N. Las Vegas Blvd, Suite 400 North Las Vegas, NV 89030. Telephone: (702) 486-2280**
- REGISTER WITH THE NEVADA DEPARTMENT OF TAXATION:**
 You can now register online by visiting the [Nevada Department of Taxation](http://www.nvtax.com) website or apply online at nvsilverflume.gov.
 Nevada Department of Taxation (1st Floor), **located at 555 E. Washington Las Vegas, NV 89101. Telephone: (702) 486-2300**
- REGISTER YOUR BUSINESS NAME (DBA):** Businesses operating under a fictitious firm/doing business as (any name other than the business owner's legal name or the entity name registered with the Nevada Secretary of State) must file for a Fictitious Firm Name certificate with the [Clark County Clerk's](http://www.clarkcountynv.gov/clerk/Services/Pages/FictitiousFirmNames.aspx) Office. Telephone: (702) 455-4431. Visit link for multiple locations <http://www.clarkcountynv.gov/clerk/Services/Pages/FictitiousFirmNames.aspx>. The filing must reflect the Entity Type listed with the Secretary of State.
Example:
 John Doe dba "Handy Janitorial" (Sole Proprietor), ABC LLC dba "ABC" (Limited Liability Company), 123 Inc. dba "The Rock Star Group" (Corporation)
 Note: A Fictitious Firm Name (DBA) is the name your business will use when advertising, including on store front, signs, business cards, websites, etc. Advertising under more than one name, will require multiple business licenses.
- PHYSICAL LOCATION REQUIRED:** Proof of right to the business location.
 Complete copy of executed lease/Agreement from the commissary/shared kitchen space with suite number.
If applying as an LLC/Corp; Lessee must be listed in the entity name OR if Sole Proprietor, lessee must be listed in applicant(s) name.
- COMPLETE APPLICATION**
- COMPLETE TEMPORARY LICENSE (Approval process for temporary is six to eight weeks)**
- Provide a Letter of Authorization or Power of Attorney if applying on behalf of an applicant(s)
- Apply for a Health Permit:** Provide an approved health permit or show proof that you have applied with the Southern Nevada Health District (SNHD). For mobile food vendors, the commissary address should be listed on your health permit.
- Copy of Health Card issued by Southern Nevada Health District (for each owner)
- Vehicle Registration and/or Trailer Registration (Registered with Owner)
- Proof of vehicle insurance liability in the amount of 100,000/300,000 and & property damage 25,000. (Owner Name and/or Business Entity) Insurance should list VIN Numbers of Vehicle and/or Trailer

METRO PACKET

- Original completed Personal History Questionnaire (for each owner) including (2) **original** completed Requests for Authorization (per owner). **Initial each page, notarize sections, use black ink and use ("N/A", Unavailable or Unknown)**
- Attach military discharge DD-214 if applicable
- U.S. Certificate of Naturalization documents or copy of US birth certificate (for each owner)
- U.S. Immigration Documents (U.S. Green Card/U.S. Red Card, Employment Authorization for each owner)
- 1 copy of owner's active passport (for each owner)
Note: *The requirement does not apply if the passport is expired or the applicant has never had one.*
- One (1) front & back copy of Driver's License (for each owner)
- Two (2) identical passport sized color photographs (for each owner)
- Corporate check(s), cashier's check(s) or money order(s) payable to LVMPD in the amount of \$ 300.00 for each owner.
(No personal checks please)

To Apply for a Permanent/Stationary Location

Additional documents are required:

- Approval letter from Comprehensive Planning (special use permit)
- Executed lease agreement with property owner. **Permitted Use within lease, ensure unit or suite number is listed. If applying as an LLC/Corp; Lessee must be listed in the entity name OR if Sole Proprietor, lessee must be listed in applicant(s) name.**
- The permanent/stationary location should be listed on your health permit.

PLEASE RETAIN A COPY OF COMPLETED FORMS FOR YOUR RECORD

Clark County Code 6 Chapter 6.130

6.130.010 - Regulation of mobile food vendors.

It is unlawful for any person, firm, company, corporation, association or partnership carrying on or conducting the business of selling ice cream, fruit, candy, vegetables, meats or any other edible foods, raw or prepared, loose or packaged, on foot or from a vehicle of any kind, or from mobile or movable stand of any kind to engage in such business without having first obtained a license to do so in accordance with the provisions of Chapter 6.56.

6.130.020 - Mobile food vendors—Regulations.

- (1) Each mobile food vendor's vehicle must be equipped with a trash receptacle, and each mobile food vendor shall be held responsible for litter in the vicinity of his vehicle.
- (2) Each mobile food vendor shall post in a prominent place on his vehicle a sticker or other suitable means of identification as approved by the director of business license. Each person engaged in a mobile food vendor business must post appropriate signage or other suitable means of identification that clearly indicates the business license number, business name, and telephone number of the business as approved by the director of business license on the rear bumper of each vehicle to the right of the license plate and on any mobile or movable stand. Signage or other suitable means of identification that clearly indicates the business license number, business name, and telephone number of the business as approved by the director of business license is also required on related equipment, which is towed and/or attached to the vehicle and on any mobile or movable stand.
- (3) Each mobile food vendor's vehicle stopped or parked upon a roadway for the purpose of selling wares shall be so stopped or parked with the right wheels of such vehicle parallel to and within twelve inches of the right-hand or right-hand edge of the roadway and, provided further, whenever such vehicle shall be so stopped or parked any music, jingles, or similar musical or rhythmical tunes from any portable audio equipment shall not be played.
- (4) Each mobile food vendor shall be familiar with and subject to the regulations enacted by the Clark County district board of health.
- (5) Each mobile food vendor, as a condition to obtaining and retaining his license, shall obtain and maintain public liability and property damage insurance with a financially sound insurance company which shall protect the public against any and all claims for damages for personal injuries, including death, and against claims for property damage which may arise out of or in connection with any operations or activities of the mobile food vendors in the exercise of any of the privileges herein granted. The amount of such insurance shall be as follows: Insurance in the amount of not less than one hundred thousand dollars for injuries, including death, to any one person, and subject to the same limit for each person in an amount of not less than three hundred thousand dollars for injuries, including death, to more than one person on account of any one accident, and property damage insurance in an amount not less than twenty-five thousand dollars for each accident. Such insurance shall be kept in full force and effect at all times.
- (6) No mobile food vendor shall sell or solicit or park a vehicle within five hundred feet in any direction from the extreme outside perimeter of any school property during the hours that such schools are in session or during the period of one-half hour after the close of the final sessions.
- (7)
 - (a) No mobile food vendor shall operate within the geographic limits of the county between the times of ten p.m. and three hours after sunrise; provided, however, that the provisions of this subsection shall not apply to mobile food vendors serving a bona fide construction job or a commercial place of business.
 - (b) No mobile food vendor shall use, play or employ any portable audio equipment, including sound amplifiers and similar devices, for the production of sound from the vehicle, including music, jingles, or similar musical or rhythmical tunes, later than seven p.m. from the first Sunday in November through the Saturday preceding the first Sunday in March and no later than nine p.m. from the first Sunday in March through the Saturday preceding the first Sunday in November (Daylight Savings Time) nor earlier than ten a.m. on any day. The use of any such portable audio equipment must also be in compliance with the provisions of chapter 12.40 of title 12 of the Clark County Code that places additional restrictions on noise from such equipment.
- (8) No mobile food vendor shall consume alcoholic beverages while he is vending.
- (9) No mobile food vendor shall sell within the boundaries of any county park or designated recreation area.

6.130.030 - Leasing of vehicles prohibited.

No licensee hereunder may lease, rent, or otherwise hire a vehicle to the driver thereof for use as a mobile food vendor's vehicle, but every driver shall be a licensee hereunder or the direct employee of such licensee. Licenses may not be transferred.

6.130.040 - Work identification card.

All mobile food vendors and employees of mobile food vendors who handle food and serve the public are required to obtain a work identification card pursuant to Chapter 6.10 of this code and acquire a card from the Clark County district board of health certifying compliance with Chapter 9.16 of the Clark County Code.

6.130.050 - License—Application—Bond.

Prior to being issued a license, all applicants for a mobile food vendor license shall apply for a license by making application with the director of business license and filing a bond as required in Section 6.56.070 herein.

6.130.060 - License fee.

The mobile food vendor shall pay a license fee based upon the gross revenue as set out in Section 6.12.835.

6.130.070 - Revocation of license.

In addition to the conditions for revocation set out in Chapter 6.04, a mobile food vendor license may be revoked, suspended, restricted or conditioned for violation of this chapter, Chapter 9.16 of the Clark County Code or conviction of a crime involving consumer fraud or drug sales while conducting the mobile food business.

6.130.080 - Penalty.

Any person, firm or corporation violating any of the provisions of this chapter shall, upon conviction thereof, be punished by a fine of not more than one thousand dollars and/or imprisonment in the county jail for not more than six months, or any combination of such fine and imprisonment. Every day of such violation shall constitute a separate offense.