



FOOD VENDOR VEHICLE APPLICATION/RENEWAL PROCESS
(Without County Permit)

Food Vendor Vehicle and Driver permits expire annually on April 30th. The application/renewal procedure is to be completed at City Hall, 915 I Street, Room 1214, and consists of the following:

1. Pay Business Operations Tax for the company.
2. New applicants must complete a Vendor Application, Vehicle List, and Personal Disclosure forms.
3. Provide proof of insurance coverage; your insurance company must submit certificates of **AUTO** and **GENERAL** liability insurance by mail to our office that;
 - a. itemizes the vehicles covered
 - b. shows the City of Sacramento as additional insured
 - c. indicates coverage of \$300,000 combined single limit per occurrence for both auto and general liability
 - d. provides for 30 days written notice of cancellation
4. Sacramento County Health Department Certificate
5. Pay the annual inspection fee of \$80 per vehicle.
6. Provide a copy of the current DMV registration for each vehicle.
7. Current brake and lamp certificates. Current within the last year.
8. Pay a \$15.00 fee per vehicle, for Broadcasting License(s) (issued by the Police Department Public Counter).

FOOD VENDOR DRIVER APPLICATION/RENEWAL PROCESS
(Without County Permit)

1. New and renewal applicants must complete the Food Vendor application and pay the \$20 permit fee.
2. New applicants must complete Police Department Permit application forms and pay the \$59.50 fingerprinting fee.
3. New and renewal applicants must provide a copy of their DMV driving record, printed within the last 30 days.
4. Renewal applicants must provide two (2) 2" x 2" photographs. New applicants must provide four (4) 2" x 2" photographs. Photos must include top of hair to top of shoulders; photos cannot be accepted if the applicant is wearing hat, sunglasses, etc.

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1. Pay Business Operations Tax for the company.

2. New applicants must complete a Vendor Application, Vehicle List, and Personal Disclosure forms.
3. Provide proof of insurance coverage; your insurance company must submit certificates of **AUTO** and **GENERAL** liability insurance by mail to our office that;
 - a. itemizes the vehicles covered
 - b. shows the City of Sacramento as additional insured
 - c. indicates coverage of \$300,000 combined single limit per occurrence for both auto and general liability
 - d. provides for 30 days written notice of cancellation
4. Sacramento County Health Department Certificate
5. Provide copy of the current DMV registration for each vehicle.
6. Current brake and lamp certificates, current within the last year.
7. Provide current Sacramento County special business license. (Receipt is not acceptable)
8. Pay the annual inspection fee of \$20 per vehicle.
9. Pay a \$15.00 fee per vehicle, for Broadcasting License(s) (issued by the Police Department Public Counter).

FOOD VENDOR DRIVER APPLICATION/RENEWAL PROCESS

(With County Permit)

1. New and renewal applicants must complete the Food Vendor application and pay the \$10 permit fee.
2. New and renewal applicants must provide a copy of their DMV driving record, printed within the last 30 days.
3. Provide current Sacramento County Employee permit.
4. Renewal applicants must provide two (2) 2" x 2" photographs. New applicants must provide four (4) 2" x 2" photographs. Photos must include top of hair to top of shoulders; photos cannot be accepted if the applicant is wearing hat, sunglasses, etc.

If you have further questions, contact Revenue Services at (916) 808-8500.