

# LACKAWANNA CITY CLERK



Jeffrey P. DePasquale  
City Clerk  
Registrar of Vital Statistics

Linda M. Smerka  
Deputy Registrar

## SPECIAL EVENT TEMPORARY MOBILE FOOD TRUCK ("MFT") LICENSE APPLICATION

Type of entity: (circle the appropriate designation)

Sole Proprietor

Corporation

Partnership

Limited Liability Company

Name of Applicant: \_\_\_\_\_

Business Name \_\_\_\_\_

Name on MFT: \_\_\_\_\_

Business/Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Business Phone # \_\_\_\_\_

Business Webpage \_\_\_\_\_

E-mail address \_\_\_\_\_

New York State Tax ID# \_\_\_\_\_

Printed Name of Applicant \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

date \_\_\_\_\_

Relationship of applicant to the MFT \_\_\_\_\_

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## SPECIAL EVENT TEMPORARY MOBILE FOOD TRUCK ("MFT") LICENSE APPLICATION INSTRUCTIONS

This temporary MFT License shall be valid for the City of Lackawanna Festival located at the Veterans Stadium, 2960 South Park Avenue, Lackawanna, NY 14218, the Weekend of Friday, July 21st, Saturday, July 22nd and Sunday, July 23<sup>rd</sup> only. MFT placement at the Festival shall be determined solely by the City of Lackawanna Director of Parks & Recreation.

**REQUIREMENTS:** An application for a Temporary MFT License from the City of Lackawanna must include the following:

1. A valid New York State Motor Vehicle Registration;
2. A valid New York State Driver's License for each party driving the MFT;
3. A current criminal background check for each applicant, officer and or employee to be working from the MFT; ( a current license from the City of Buffalo can be substituted);
4. A valid Erie County Health Permit;
5. A current photo of the MFT;
6. Insurance coverage of not less than one million dollars (\$1,000,000) per occurrence. Insurance coverage must contain proof of a thirty (30) day cancellation clause and must name : the City of Lackawanna, 714 Ridge Road, Lackawanna, New York 14218 as an additional Insured. Coverage must be for the following:
  - a. Public Liability
  - b. Food Products Liability
  - c. Property Insurance
  - d. Worker's Compensation Insurance or an Exemption Certificate if there are no employees.
7. **Fee in the amount of \$50.00. Payable the City of Lackawanna**

Upon submission of a completed application to the City of Lackawanna Clerks Office, 714 Ridge Road, Room 215, Lackawanna, NY 14218, the Clerk will take appropriate steps for City Council approval.