



## THE CORPORATION OF THE TOWNSHIP OF TAY

450 Park St., P.O. Box 100  
Victoria Harbour, ON  
L0K 2A0

### REFRESHMENT VEHICLE LICENCE APPLICATION

The applicant for a Refreshment Vehicle Licence shall submit the following:

- Completed application with required licence fee
- Proof of minimum \$2 million (\$2,000,000) liability insurance
- Simcoe Muskoka District Health Unit approval (within last 6 months)
- Proof of Propane/Gas inspection by licensed installer (within last 6 months), if applicable
- If the applicant is not the owner of the property on which the business is to be located, proof of permission to operate on private property is required
- Fuel fired appliances must meet current TSSA requirements
- A business outline of what goods and merchandise are to be sold

Prior to issuing the licence, the applicant must:

- Pass Fire Inspection
- Obtain zoning clearance
- Provide a site diagram/sketch, drawn to scale showing the location of the proposed refreshment vehicle on the property including setbacks from the adjacent property lines, the proposed location of any parking, signage and garbage/recycling containers as well as entrances/exits where applicable.

New Business:

Renewal:

#### Applicant Identification:

Registered Name of Business: \_\_\_\_\_

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

Address of Applicant: \_\_\_\_\_

Operating Business Address: \_\_\_\_\_

Mailing Address (including postal code): \_\_\_\_\_

\_\_\_\_\_

Telephone Number: Home \_\_\_\_\_ Business \_\_\_\_\_

Contact Person/Auctioneer: \_\_\_\_\_

#### Refreshment Vehicle Information:

Type of vehicle being used: \_\_\_\_\_

Type of food being served: \_\_\_\_\_

Proposed location and site plan for vehicle:

\_\_\_\_\_

Date(s) of Operation: \_\_\_\_\_

Hours of Operation: \_\_\_\_\_

Is a "Deep Fryer" being used?: Yes \_\_\_\_\_ No \_\_\_\_\_

**Please refer to the following checklist to ensure that all required documentation has been attached to your application:**

<b>Documentation</b>	<b>Attached</b>	<b>Arranged</b>	<b>Approved (Office use only)</b>
Simcoe Muskoka District Health Unit Inspection Report (within last 6 months)			
Propane/Gas Inspection by licensed installer (within last 6 months)			
Letter of permission from property owner (if required)			
Proof of liability Insurance coverage			
Licence fee (payable to the Township of Tay)			

**Licence Fee:**

**Refreshment Vehicle Annual Licence:      \$ 325.00**  
**Revised Licence:                                    \$ 50.00**  
**Replacement Licence:                            \$ 50.00**

*Licence Fee (No HST – Quick Code: COML)*

<p>Upon receipt of the completed application, we will arrange for:</p> <ul style="list-style-type: none"> <li>- Zoning to be reviewed</li> <li>- Fire Inspection for conformity with Fire Code and NFPA 96 standards for commercial equipment</li> </ul> <p>Zoning Approval: _____ Date: _____</p> <p>Fire Inspection Approval: _____ Date: _____</p>
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**Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_**

<b>Please note that applications may take up to 10 business days to process.</b>
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