



# CHARLESTON FIRE DEPARTMENT



## Fire Marshal Division

### Permit Application

<b>Mobile Food Vendor</b> Submit application to: <b>Permit Center</b> <b>2 George Street, Charleston, SC 29401</b>	Fire Permit # : OP -
	Estimated value of work: \$ N/A
	Date of Application:
	Plan Review Level: 1 (office use only)

This application is for Mobile Food Vendors (MFV) working within the City of Charleston. Qualified MFV's must obtain a City Business License and a permit before operating by submitting this application, and associated supporting documentation outlined below, for review by the Charleston Fire Department Fire Marshal Division. MFV owners that are deemed qualified will be issued a permit. The permit must be renewed within 12 months of issuance. Permits are subject to revocation or suspension at any time. Please visit [www.charleston-sc.gov/mobilefoodvendor](http://www.charleston-sc.gov/mobilefoodvendor) for additional information and resources.

### Inspection/ Mobile Food Vendors Permit

MFV Company:	
MFV Vehicle Name:	
Address:	City, State & Zip:
Applicant Name:	Applicant Phone:
Applicant Fax:	Applicant E-mail:

### Category of Mobile Food Vendors (check the appropriate category)

A	Mobile Food Vendors operating from a cart, trailer, vehicle or similar who are not cooking or warming food and do not utilize any portable power.
B	Mobile Food Vendors operating from a cart, trailer, vehicle or similar who only warm or reheat food and/or utilize portable power or fuel systems.
C	Mobile Food Vendors who conduct Mobile Food Preparation and cook food (producing grease laden vapors) and/or utilize portable power or fuel systems.

### Application Submittal Checklist

The following checklist is provided as a **summary of the minimum** information that must be included with this application before a review will be initiated. It is the operator's responsibility to have a thorough working knowledge of the applicable ordinances, codes, and standards. Failure to provide the needed information will delay the review process.

- 1) City of Charleston Business License issued for the current year or provide paperwork that City of Charleston Business License has been applied for.
- 2) DHEC inspection documentation (if applicable).
- 3) Hood cleaning report (if applicable).
- 4) Hood suppression annual inspection/maintenance report (if applicable).
- 5) Proof of fire extinguisher service for vehicles that include power, fuel, reheating food or cooking (Attach proof of service/purchase within the last 12 months by attaching a photo of the tag, report from vendor, or receipt).
- 6) Photos of all exterior sides of the cart, trailer, vehicle, etc.
- 7) Photos of the interior cooking area.
- 8) Completed copy of the Mobile Food Vendors Fire Safety Self-Survey.
- 9) LP- Gas certification paperwork (if applicable).

