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City of Pensacola Food Truck Requirements

Restrictions:

- Licenses and permits must be displayed and affixed to the front windshield in the lower corner on the passenger side.
- Vendors must obey all applicable parking, traffic and vehicle safety laws, regulations, and restrictions.
- This includes the feeding of parking meters.
- Trucks can remain in one location no longer than 4 hours.
- Trucks may only sell food; no other goods, wares, or other items may be sold.

Mobile food trucks may not operate:

- Within 20 feet of any intersection;
 - Within 20 feet of any stop sign, flashing beacon, yield sign, or other traffic control signal located on the side of a roadway;
 - Within 3 feet of any public or private driveway, wheelchair ramp or bicycle ramp;
 - In any manner that impedes an exit or entrance of an operating building.
1. No vendor may sell alcoholic beverages, controlled substances, or any other illegal item.
 2. No furniture, or any other objects can be placed in the street, sidewalk, or any right-of-way, except a trash receptacle.
 3. All vendors must provide a trash receptacle within three feet of the front or back of the truck on a public street.
 4. All vendors must keep a 50 foot radius around the truck clean during operation and upon ceasing operation.
 5. No horns, amplification systems, or other sound-producing devices or music systems which can be heard outside of the truck may be used.
 6. No third party advertising may be displayed on any mobile food truck.

In addition to not being able to operate in any area not indicated on the City's Food Truck Operating Area's map, the following areas and times are also prohibited:

- The entirety of the Historic Theme Area of Palafox Place, defined in Section 12-2-21 (C) of the Code of the City of Pensacola as follows: That portion of Palafox Place between Garden Street and Main Street.
- Within two blocks of any elementary or secondary school when school is in session
- During Special Events unless authorized by the organizer/permit holder of the event.
- When the City requires the use of its public right-of-way to facilitate projects or events within the right-of-way.

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Fees

- A non-refundable application fee of \$50.00;
- If approved, a food truck permit fee of \$500.00, which shall be renewed annually;
- If approved, an occupational license fee of \$26.25, which shall be renewed annually;
- Any other applicable fee that may apply.

Required documents/steps

Food Truck Permit Application
Occupational License Application

The application process begins with the City's Planning Services Division, which is located on the 5th floor of City Hall (222 West Main Street). Along with a completed application, on forms provided by the City, you must also have all of the documents, certifications and inspections listed below. No application shall be processed until all required documentation is received. No applicant is guaranteed a Permit.

1. A copy of the mobile food truck's valid registration with the Florida Department of Motor Vehicles. All trucks must be registered in the State of Florida.
2. A copy of automobile insurance for the mobile food truck, providing insurance coverage for any automobile accident that may occur while driving on the road.
3. A copy of your commercial general liability insurance coverage policy with liability coverage of at least \$500,000, naming the City as an insured party, providing insurance coverage for any accident that may occur while selling your food and conducting your business on the public rights-of-ways. This coverage must be valid at the time of application and throughout the year when the permit is valid.
4. All approvals, inspections, and certificates required by the Florida Department of Business and Professional Regulation Division of Hotels and Restaurants.
5. All approvals, inspections, and certificates required by the Pensacola Fire Department.
6. A photo of the mobile food truck indicating the dimensions. No mobile food truck can exceed 26 feet in length or 8 feet in width.
7. A copy of your valid Florida Driver's license.

You will also need to obtain an occupational license, which allows you to do business in the City of Pensacola, in addition to the food truck permit, in order to lawfully operate your food truck. Applying for and receiving this license is part of the permit application process, be sure that both items are included when you receive your permit.

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User guides

- Food Truck Permitting Quick Reference Sheet

Contact

Planning Services- 850-435-1670