



TOWN OF ENFIELD

Town of Enfield Business Opportunity Mobile Food Vendor Permitting Process and Application

- Select from among these locations where you will conduct your business. Locations must be determined to issue Daily Vendor Permit (Step 4):
- Enfield Town Hall parking lot: 820 Enfield Street
 - South Street public parking Lot: Corner of Pearl and South Street
 - Barnes Boat Launch parking lot: 12 South River Street
 - Freshwater Pond Park: (On-street, south side of North Main Street only)
 - Brainerd Park parking lot: 133 Brainard Road
 - Hazardville Park (On-street parking, east side of School Street only)
 - Powder Hollow Park parking lot: End of Dust House Road
 - Green Manorville Park parking lot: 198 Taylor Road
 - Enfield Central Library parking lot: 104 Middle Road

GETTING STARTED

To operate a Mobile Food Vendor Operation in the Town of Enfield, please use the following steps to help you get started.

STEP 1: Secure a Food Service License from the North Central District Health Department (for information, please call: 860.745.0383).

STEP 2: Secure a Mobile Food Vendor License from the Town of Enfield Building Inspections Department, located at 820 Enfield Street, Enfield, CT 06082. Hours of operation: Monday thru Friday 8:00 A.M. to 5:00 P.M.

STEP 3: Complete a Background Check (requires fingerprint) from the Records Division of the Enfield Police Department (for information, please call: 860.763.8922). Hours of operation: Monday thru Friday 8:00 A.M. to 3:30 P.M.

STEP 4: *Permits may not be issued without your Health Department license, Mobile Food Vendor License, and background check.* Bring them to the Town Clerk for your Daily Vendor Permit. The Town Clerk is located at Town Hall and is open from 9:00 A.M. to 5:00 P.M. Phone: 860.253.6440.



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The following rules and regulations apply about the issuance of a Daily Vendor Permit:

1. Unless otherwise specified on the Daily Vending Permit, a permitted vendor shall be authorized to vend during one of the following permitted day-parts, *7 am to 2 pm, or 2 pm to 9 pm.*
2. Vendors shall not mobilize more than one (1) hour before the permitted vending period, nor remain mobilized more than one (1) hour after vending period.
3. Daily Vendor Permits *may* be purchased up to *thirty (30) days* in advance.
4. *Two (2) Daily Vendor Permits for each vending daypart may be issued to each Vending Location listed in this section for each day.* Availability shall be subject to black-out dates or other restrictions or conditions for the locations which the Town may identify in advance.
5. Vending locations and daily permits are subject to closure, cancellation, or removal from the approved list due to weather conditions, or other factors.
6. A Daily Vendor Permit cancelled due to weather shall be reissued for a different date.
7. Daily Vendor Permits are non-refundable, non-transferable, and non-assignable.

FEES

There are fees for the health department license, mobile food vendor license, and daily vending permits. The charges for these depends on whether your business is local (registered in the Town of Enfield).

HEALTH DEPARTMENT LICENSE

For licensing information and fees, please contact the North Central Connecticut Department of Health at **860.745.0383** or, visit their website: <http://www.ncdhd.org/food-service-licensing>

MOBILE FOOD VENDOR LICENSE

- Local vendors, licensed to operate in the Town of Enfield: No Charge
- Out of Town Operators whose mobile food vending vehicle(s), or trailer(s), are not registered in the Town of Enfield, Connecticut, or who do not already maintain a duly licensed food service establishment within the Town of Enfield, Connecticut: \$50

DAILY VENDOR PERMIT

- Operators whose registered commercial kitchen is addressed in Enfield, per their North Central-District Health Department mobile food license, shall be \$10 for each requested daypart.
- The Daily Vendor Permit fee for all other vendors requesting a vending location shall be \$20 for each day part.