

Mobile Food Vendor (Trucks/Carts) Application Packet

**BUSINESS LICENSE APPLICATION - CITY OF GARDENDALE, ALABAMA**

Complete and Mail To:  
City of Gardendale  
P.O. Box 889  
Gardendale AL 35071  
(205) 631-8789 phone  
(205) 631-1700 fax  
www.cityofgardendale.com

GARDENDALE TAX PAYER ID: \_\_\_\_\_

\*\*\*THIS INFORMATION IS CONFIDENTIAL\*\*\*  
\*\*\*PLEASE PRINT OR TYPE\*\*\*  
\*\*\*SEE BACK OF APPLICATION FOR FURTHER  
INFORMATION\*\*\*

**APPLICATION TYPE:** ☐ NEW ☐ RENEWAL ☐ OWNER CHANGE ☐ NAME CHANGE ☐ LOCATION CHANGE

☐ SOLE PROPRIETOR ☐ CORPORATION ☐ LLC ☐ PARTNERSHIP ☐ PROFESSIONAL ASSOCIATION Other \_\_\_\_\_

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

Trade Name (if different from above) \_\_\_\_\_

Federal Tax ID# \_\_\_\_\_ Social Security# if sole proprietor (with no employees) \_\_\_\_\_

Physical Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Mailing Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

Telephone(s) \_\_\_\_\_  
(Business) (Fax)

Business License Contact \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Estimated gross receipts: \_\_\_\_\_ Brief Description of Business Activity: ex: Retail Clothing Sales, Wholesale Food Sales, Rental of  
Equip., Computer Consulting, etc.: Foodtruck/ Pushcart Magnolia Festival

NAICS: 722 RDS tax account number: \_\_\_\_\_ Name you use to remit taxes to RDS: \_\_\_\_\_

Date Business Activity Initiated or Proposed in Gardendale: \_\_\_\_\_ # of Employees in Gardendale \_\_\_\_\_

**List Names of Owner(s), Partners, or Officers (Attach Separate Sheet If Necessary)**

Name \_\_\_\_\_ Title \_\_\_\_\_

Residence Address \_\_\_\_\_ SSN \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_

Residence Address \_\_\_\_\_ SSN \_\_\_\_\_

If local property is leased-list owner \_\_\_\_\_ Address \_\_\_\_\_

Phone#(s) \_\_\_\_\_

If Business is leased-list owner: \_\_\_\_\_ Address: \_\_\_\_\_

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

If Business is franchised-list franchisor: \_\_\_\_\_ Address: \_\_\_\_\_

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

THIS APPLICATION HAS BEEN EXAMINED BY ME AND IS, TO THE BEST OF MY KNOWLEDGE, A TRUE AND COMPLETE REPRESENTATION OF  
THE ABOVE NAMED ENTITY, AND PERSON(S) LISTED.

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_



PLEASE READ THE FOLLOWING INFORMATION CONCERNING THE COMPLETION OF THIS FORM

PLEASE COMPLETE ALL AREAS OF THE FORM EXCEPT FOR THE SHADED AREA AT THE BOTTOM.

FORM SHOULD BE TYPED OR PRINTED LEGIBLY

FORM SHOULD BE DATED AND SIGNED BY AN OWNER, PARTNER, OR OFFICER OF THE BUSINESS

FORM WILL INITIATE THE PROCESS FOR REGISTERING YOUR BUSINESS WITH THE MUNICIPALITY

==> IF YOUR BUSINESS WILL HAVE A PHYSICAL LOCATION WITHIN THE MUNICIPALITY, PLEASE USE THAT ADDRESS ON THE FRONT OF THIS FORM. (Complete separate forms for each physical location in the (City).)

==> UPON RECEIPT OF THE COMPLETED FORM, THE MUNICIPALITY WILL PROVIDE ANY ADDITIONAL FORMS AND INFORMATION REGARDING OTHER SPECIFIC REQUIREMENTS TO YOU IN ORDER TO COMPLETE THE LICENSING PROCESS.

ALL LICENSE RENEWALS ARE DUE JANUARY 1 AND DELINQUENT AFTER JANUARY 31, WITH THE FOLLOWING EXCEPTIONS:

INSURANCE COMPANY LICENSE: DUE JANUARY 1, DELINQUENT AFTER MARCH 1

THIS FORM IS INTENDED AS A SIMPLIFIED, STANDARD MECHANISM FOR BUSINESSES TO INITIATE CONTACT WITH A MUNICIPALITY CONCERNING THEIR ACTIVITIES WITHIN THAT CITY. A BUSINESS LICENSE WILL BE REQUIRED PRIOR TO ENGAGING IN BUSINESS. IF A BUSINESS INTENDS TO MAINTAIN A PHYSICAL LOCATION WITHIN THE CITY, THERE ARE NORMALLY ZONING AND BUILDING CODE APPROVALS REQUIRED PRIOR TO THE ISSUANCE OF A LICENSE.

IN CERTAIN INSTANCES, A BUSINESS MAY SIMPLY BE REQUIRED TO REGISTER WITH THE CITY TO CREATE A MECHANISM FOR THE REPORTING AND PAYMENT OF ANY TAX LIABILITIES. IF THAT IS THE CASE, YOU WILL BE PROVIDED THE MATERIALS FOR THAT REGISTRATION PROCESS.

THE COMPLETION AND SUBMISSION OF THIS FORM DOES NOT GUARANTEE THE APPROVAL OR SUBSEQUENT ISSUANCE OF A LICENSE TO DO BUSINESS. ANY PREREQUISITES FOR A PARTICULAR TYPE AND LOCATION OF THE BUSINESS MUST BE SATISFIED PRIOR TO LICENSING.

SHOULD THERE BE ANY QUESTIONS CONCERNING THE COMPLETION OF THIS FORM OR THE LICENSING AND/OR REGISTRATION PROCESS, PLEASE CALL THE NUMBER ON THE FRONT OF THIS FORM TO OBTAIN A MORE DETAILED EXPLANATION.

THIS AREA FOR MUNICIPAL USE ONLY

REVIEWED BY: \_\_\_\_\_

PHYSICAL LOCATION: ☐ CITY ☐ POLICE JURISDICTION ☐ OUTSIDE CORP LIMITS & PJ  
BUILDING APPROVAL: ☐ YES ☐ NO ☐ N/A FIRE CODE \_\_\_\_\_ ZONING CLASSIFICATION: \_\_\_\_\_

TAX TYPES: ☐ SALES/SELLER'S USE ☐ CONSUMER USE ☐ RENTAL ☐ LODGINGS ☐ ALCOHOL  
☐ OCCUPATIONAL ☐ TOBACCO ☐ GAS/MOTOR FUEL ☐ BUSINESS LICENSE

TAX FILING FREQUENCY: ☐ MONTHLY ☐ QUARTERLY ☐ ANNUAL ☐ OTHER \_\_\_\_\_

BUSINESS TYPE: ☐ RETAIL ☐ WHOLESALE ☐ BUILDING CONTRACTOR ☐ SERVICE ☐ PROFESSIONAL  
☐ MANUFACTURER ☐ RENTAL ☐ OTHER \_\_\_\_\_