City of Aurora, Illinois
Mobile Food Unit RENEWAL Application

Incomplete applications will not be accepted.
Completed applications may be submitted to: Revenue & Collections, 44 E. Downer Pl.

RENEWAL APPLICANT INFORMATION

Business Name: ____________________________
Business Address: ___________________________
Contact Information:
Name: ____________________________
Phone Number: ____________________________
Email Address: ____________________________

Date Application Received: ________________
Tax ID Number: ____________________________

Event– Based License Fees:
☐ One Event License $30 (Limit of two One Event licenses per calendar year, and an event can be up to two consecutive days)
☐ Four Event License $100 (Four events in one calendar year, and limit of one Four Event License per calendar year)

Annual Vendor Licenses:
☐ Bi-Annual (6 months) $250 Bond ☐ Annual (12 months) $500 Bond
☐ Associated with restaurant located within the City of Aurora (No charge)

Unit Type:
☐ Trailer ☐ Truck ☐ Other (please describe) ____________________________
Tent, Pop-up, Peddler, Etc.

☐ Proof of Insurance

Current Certificate of Insurance (COI) that lists the City of Aurora and/or event sponsor as the primary, non-contributory additional insured on all applicable policies with GL being a minimum of $1M per occurrence and $2M general aggregate.

☐ Aurora Fire Department Approval ☐ Proof of compliance with local health department

☐ Signed Indemnification and Hold Harmless Agreement

☐ Check here if part of city-sponsored special event

☐ Private Property Consent Form (If applicable)

☐ Approved ☐ Denied
Date Approved/Denied: ________________
Date Issued: ________________

Chief Financial Officer or Designee
License Number: ____________________________
Affidavit

I, _______________________ state that the information contained in the foregoing application is true and correct.

I also understand that any untrue, inconsistent, incorrect or misleading information contained herein shall be cause for the refusal to grant, non-renewal or the revocation of any license granted pursuant to this application.

I further state that I have read and understand all applicable laws of the City of Aurora’s Code of Ordinances and fully understand my obligations under said applicable local laws.

I swear and affirm not to violate any of the relevant laws of the United States, the State of Illinois or any of the ordinances of the City of Aurora in the conduct of the place of business described herein. I understand and agree that if I violate any local or state laws while I have a City of Aurora License, said license may be suspended or revoked.

I further authorize the City of Aurora or any of its designated agents to contact any agency or individual named or referred to in this Application for the purpose of verifying and/or clarifying any information I have provided herein.

___________________________________  ______________________________________
Print Name                                                                 Signature

___________________________________
Date
Private Property Consent Form

Please fill out the form below if your Mobile Food Unit will be operating on Private Property. Units are not permitted to operate on vacant property, subject to any applicable zoning regulations.

NOTE: If the event is a City-Sponsored event, this Private Property Consent Form is NOT required.

Completed forms may be faxed or emailed to ckoch@aurora-il.org or 630-256-3569.

The undersigned is the owner/lessee of the real property located at the following address:

__________________________________________________________________________
Street Zip

Name of business (if applicable): ________________________________________________

I have granted permission to ____________________________________________________
(Mobile Food Unit Vendor)

To use my property for the purpose of: _____________________________________________

____________________________________________________________________________

On the following day(s)/date(s): _________________________________________________

____________________________________________________________________________

From: a.m./p.m. ___________ to a.m./p.m.

Further, I hereby hold harmless and agree to indemnify the City of Aurora, their employees, officers or agents against any claims, demands or liability arising out of the permittee’s mobile food unit or activities while operating on, or using my property.

I certify, under penalty of perjury, that the foregoing is true and correct.

___________________________________  ______________________________________
Print Name  Signature

___________________________________
Date

□ Approved  □ Denied  Date Approved/Denied: ________________________________

___________________________________
Date Issued: ________________________________

Chief Financial Officer/Designee