



**Business License Application**

City of Somerton  
143 N State Ave, Somerton, AZ 85350  
(928) 722-7330

\$80 annual license fee required  
If needed: + \$25 Fire Inspection  
+\$25 Building Inspection, and +  
\$15 Mobile Vendor Annual Fee

**Application Type (Check all that apply):**

New Business/Owner                                      Renewal                                       Name Change / Location Change

**Business Information:**

Business Name: \_\_\_\_\_

Legal Business Name (If different): \_\_\_\_\_

Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Mailing Address (If different than above): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Phone: \_\_\_\_\_ EMERGENCY Phone: \_\_\_\_\_

Start Date: \_\_\_\_\_ TPT Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Describe the nature of the business: \_\_\_\_\_

Number of Employees: \_\_\_\_\_ Business Type: \_\_\_\_\_

**Property Ownership and Premise Information:**

Limited Liability Co             General Partnership             Limited Partnership  
 Corporation                       Individual / Sole Proprietor

**Owners, Partners, LLC Members, Officers, etc.:**

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Issuance of a business license shall not be deemed to legalize any act, which otherwise may be in violation of the law, including the city's zoning codes, or to exempt any person from any penalty of such violations. I affirm, under penalty of perjury that the statements made in this application are true and correct to the best of my knowledge,

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

-----FOR OFFICE USE ONLY-----

NEW APPLICATION \_\_\_\_\_  
B.L. RENEWAL \_\_\_\_\_  
LOCATION CHANGE \_\_\_\_\_  
CHANGE OF BUSINESS OWNER \_\_\_\_\_

BUSINESS LICENSE #: \_\_\_\_\_  
B. L. FEE: \_\_\_\_\_  
FIRE DEPARTMENT INSPECTION FEE: \_\_\_\_\_

DATE RECEIVED: \_\_\_\_\_  
BUILDING & SAFETY INSPECTION FEE: \_\_\_\_\_  
TOTAL FEE: \_\_\_\_\_



**City of Somerton**  
**Community Development Department**  
 143 N. State Ave. • PO Box 638  
 Somerton, AZ 85350  
 Phone: (928) 722-7330 • Fax: (928) 627-2707  
[www.SomertonAZ.gov](http://www.SomertonAZ.gov)

<b>FOR OFFICE USE ONLY:</b>
BUS. LIC. #
ACCT. #
FEE: \$ 200.00 / year
DATE :

## Mobile Food Vending Siting Permit

This letter hereby authorizes \_\_\_\_\_, to park a mobile food vehicle adjacent  
*(Owner of mobile food vehicle)*  
 to my restaurant private property parking lot located at \_\_\_\_\_.  
*(address of property)*

This consent shall run concurrent with the business license. If at any time the license expires or is revoked, this consent shall be void. The owner and operator of the mobile food vehicle is required to comply with all applicable sections of the City’s Zoning Ordinance and State of Arizona statutes. Failure to do so will cause the siting license for said location to be revoked.

I understand this consent may be revoked in writing at any time with the revocation to become final at the end of the 12 – month period, if not renewed.

The mobile food vehicle vendor agrees to hold harmless the property owner City of Somerton for any claims for damage to property or injury to persons which may be caused by any activity in connection with the issuance of any mobile food vendor license.

**OWNER  
 OF  
 PROPERTY**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Date: \_\_\_\_\_

**VENDOR**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Date: \_\_\_\_\_



**City of Somerton**  
**Community Development Department**  
 143 N. State Ave. • PO Box 638  
 Somerton, AZ 85350  
 Phone: (928) 722-7330 • Fax: (928) 627-2707  
[www.SomertonAz.gov](http://www.SomertonAz.gov)

<b>FOR OFFICE USE ONLY:</b>
BUS. LIC. #
ACCT. #
FEE: \$ 15.00 / year
DATE :

## Application – Mobile Food Vending Operation Permit

1. OWNER'S INFORMATION					
Name of Business		Trade Name (DBA)		Business Telephone Number	
Name of Applicant		Title		Telephone Number	
E-mail Address		Fax Number		Cell Phone Number	
AZ Sales Tax ID Number				I am starting a new business: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Licensed Kitchen Address (must be in Somerton)		City		State	Zip Code
Name of Contact		Home Address		Date of Birth	
Type of Ownership: <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Non-Profit		Date of Incorporation		State of Incorporation	
City Business License No. _____					
2. BUSINESS INFORMATION					
<input type="checkbox"/> Street Location (s) Only (No operations will occur at designated private or public property.)					
<input type="checkbox"/> Both Street and Parking Lot Operations					
<input type="checkbox"/> Parking Lot Location Only					
Is your proposed location: In a Parking Lot? <input type="checkbox"/> Yes <input type="checkbox"/> No On a property where a restaurant or café with direct access to the sidewalk/street is adjacent to or within 100 feet, and on the same block face of this location? <input type="checkbox"/> Yes <input type="checkbox"/> No					Hours of Operation
Describe in detail the products being sold or service rendered.					
List any licenses currently or previously held in Somerton (Business or Individual).					
Have you ever had a business license denied or revoked by Somerton or another government entity? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, indicate date of denial/revocation, government agency, and reason for denial or revocation.					
3. VEHICLE'S INFORMATION					
Vehicle's Insurance		Policy Number		Dates of Coverage	
Year/Make/Model	Vehicle Comp. ID #	VIN Number		License Plate Number / State	

## CHECKLIST – MOBILE HOME VENDOR

- Complete Application
- Copy of Identification
- Arizona TPT (*if applicable*)
- Copy of Yuma Health permit (*for food related business*)
- Written permission from property owner or landlord (*if you rent or lease location*)
- Signed and dated Mobile Food Vendor Requirements form

### **IMPORTANT NOTICE!! PLEASE READ!!**

#### NOTICE REGARDING IDENTIFICATION FOR APPLICANTS

Effective September 30, 2018, the Arizona Revised Statute 41-1080 requires all applicants applying for a business license to present identification indicating the individual's presence in the United States is authorized under federal law.<sup>1</sup>

Please provide a legible copy of your valid identification when submitting your business license application. **The copy must be attached to the application prior to submitting it o Business License Desk for processing.**

The following are acceptable forms of identification:

An Arizona driver's license issued after 1996 or an Arizona non-operating identification license.
A driver's license issued by a state that verifies lawful presence in the United States. (See Overview of States' Driver's License Requirements) *
A birth certificate or delayed birth certificate issued in any state, territory or possession of the United States.
A United States certificate of birth abroad.
A United States passport.
A foreign passport with a United States Visa.
An I-94 form with a photograph.
A United States citizenship and immigration services employment authorization document or refugee travel document.
A United States certificate of naturalization.
A United States certificate of citizenship.
A tribal certificate of Indian blood.
A tribal or bureau of Indian affairs affidavit of birth.

\*The states that don't have lawful presence requirements are **Hawaii, Maine, Maryland, Michigan, New Mexico, Utah, and Washington**. If your driver's license is issued by one of these states, you must provide a secondary form of identification from the above list. <sup>1</sup>Does not apply to registered corporations

**4. VERIFICATION**

The data you furnish on this application will be used by the City of Somerton to access your qualification for licensure. Disclosure of your Social Security number, Tax ID Number, or Individual Tax ID Number is required and your Social Security number may be requested by and released to the Arizona Department of Revenue. After issuance of a license, all information contained in this application, except your Social Security Number, will be public information.

**A SIGNATURE IS REQUIRED IN ORDER TO PROCESS THIS APPLICATION**

I, (print name) \_\_\_\_\_, certify or declare under penalty of perjury under the laws of the State of Arizona that the foregoing is true and correct. All information given is subject to verification by the City of Somerton.

**SIGNATURE OF APPLICANT** \_\_\_\_\_ **TITLE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**APPLICANT STATEMENT AND DOCUMENTATION OF STATUS AS U.S. CITIZEN,  
U.S. NATIONAL, OR QUALIFIED ALIEN REQUIRED BY ARS § 1-501 AND 1-502**

Title IV of the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996 {the "Act"}, 8 U.S.C § 1621, provides that, with certain exceptions, only United States citizens, and certain categories of noncitizens lawfully in the United States are eligible to receive certain federal, state, or local public benefits. Arizona Revised Statutes § 1-501 and 1-502 require, in general, that a person applying for covered benefits must submit documentation that satisfactorily demonstrates that the applicant is lawfully present in the United States.

Directions: All applicants must complete and submit this form and a copy of one or more documents that evidence your citizenship or alien status with your application.

**APPLICANT INFORMATION**

Applicants Name (Print or Type): \_\_\_\_\_

Type of Application (Check one): \_\_\_\_\_ New \_\_\_\_\_ Renewal

Benefits Applied For: \_\_\_\_\_

**CITIZEN OR ALIEN STATUS DECLARATION**

Directions: Attach a legible copy of the front, and the back (if any) of a document from the attached List A, that demonstrates status as U.S. citizenship or U.S. National. Name of document provided: \_\_\_\_\_ If document submitted does not include a picture, attach a copy of picture ID.

**ALIEN STATUS DECLARATION**

Directions: To be completed by applicants who are not citizens or nationals of the United States. Please indicate alien status by checking the appropriate box. Attach a legible copy of the front, and the back (if any), of a document from the attached List A. Name of document provided: \_\_\_\_\_ If document submitted does not include picture, attach a copy of picture ID.

QUALIFIED ALIEN STATUS

- \_\_\_\_\_ 1. An alien lawfully admitted for permanent residence under the Immigration and Nationality Act, 8 U.S.C. § 1101 *et seq.* (INA).
- \_\_\_\_\_ 2. An alien who is granted asylum under Section 208 of the INA.
- \_\_\_\_\_ 3. A refugee admitted to the United States under Section 207 of the INA.
- \_\_\_\_\_ 4. An alien paroled into the United States for at least one year under Section 212(d) (5) of the INA.
- \_\_\_\_\_ 5. An alien whose deportation is being withheld under Section 243 (h) of the INA.
- \_\_\_\_\_ 6. An alien granted conditional entry under Section 203 (a) (7) of the INA as in effect prior to April 1, 1980.
- \_\_\_\_\_ 7. An alien who is a Cuban and Haitian entrant (As defined in section 501 (e) of the Refugee Education Assistance Act of 1980).
- \_\_\_\_\_ 8. An alien paroled into the United States for less than one year under Section 201 (d) (5) of the INA.
- \_\_\_\_\_ 9. A non-immigrant under the Immigration and Nationality Act {8 U.S.C § 1101 (a) (15).

DECLARATION

I declare under penalty of perjury under the laws of the State of Arizona that the answers I have given are true and correct to the best of my knowledge and that the document(s) I am providing to prove lawful presence in the United States are true.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

## LIST A

### EVIDENCE OF U.S. CITIZENSHIP, U.S. NATIONAL STATUS, OR QUALIFIED ALIEN STATUS

#### U.S. CITIZEN OR U.S. NATIONAL

Note: In this list, the term “Service” refers to the U.S. Citizenship and Immigration Service, formerly, the U.S. Immigration and Naturalization Service (INS).

- 1) An Arizona driver license issued after 1996 or an Arizona non-operating identification license;
- 2) A birth certificate or delayed birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (On or after January 13, 1941), Guam, the U.S. Virgin Islands (On or after January 17, 1947), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time) (Unless the applicant was born to foreign diplomats residing in such a jurisdiction);
- 3) United States passport;
- 4) United States Certificate of Birth Abroad:
  - Certificate of Birth Abroad (FS-240) (Issued by the Department of State to U.S. Citizens); or
  - Certificate of Birth (FS-545) (Issued by a Foreign Service post) or Certification of Report of Birth (DS-1350), copies of which are available from the Department of State; or
  - Statement provided by a U.S. consular official certifying that the individual is a U.S. citizen (given to an individual born outside the United States who derives citizenship through a parent but does not have an FS-240, FS-545, or DS-1350); or
- 5) United States Certificate of Naturalization:
  - United States Certificate of Naturalization (Form N-550 or N-570); or
  - Form I-873 (or prior versions), Northern Marianas Card (Issued by the Service to a collectively naturalized U.S. Citizen who was born in the Northern Mariana Islands before November 3, 1986);
- 6) A tribal certificate of Indian Blood;
- 7) A tribal or bureau of Indian Affairs affidavit of birth;



- 8) Form I-197, United States Citizen Identification Card (Issued by the Service until April 7, 1983 to U.S. Citizens living near the Canadian or Mexican border who needed it for frequent border crossings) (Formerly Form I-179, last issued in February 1974);

#### QUALIFIED ALIEN STATUS

- 1) United States Citizenship and Immigration Services Employment Authorization Document or Refugee Travel Documentation:
- a. Alien lawfully admitted for permanent residence:
    - INS Form I-55 (Alien Registration Card) with the code CU6, CU7, or CH6; or
    - Unexpired temporary I-551 stamp in foreign passport; or
  - b. Asylee:
    - INS Form I-94 with stamp showing grant of asylum under section 208 of the INA; or
    - INS Form I-6888 (Employment Authorization Card) annotated “274a.12 (a) (5)”;
    - INS Form I-766 (Employment Authorization Card) annotated “A5”;
  - c. Refugee:
    - INS Form I-94 annotated with stamp showing admission under § 207 of the INA; or
    - INS Form I-6888 (Employment Authorization Card) annotated “274a.12 (a) (3)”;
    - INS Form I-766 (Employment Authorization Card) annotated “A3”;
  - d. Alien paroled into United States for at least one year:
    - INS Form I-94 with stamp showing admission for at least one consecutive year under section 212 (d) (5) of the INA; or
  - e. Alien whose deportation or removal withheld:
    - INS Form I-6888 (Employment Authorization Card) annotated :274a.12 (a) (3)”;
    - INS Form I-766 (Employment Authorization Card) annotated “A3”;
  - f. Alien granted Conditional Entry:
    - INS Form I-94 with stamp showing admission under § 203 (a) (7) of the INA: or

- INS Form I-6888 (Employment Authorization Card) annotated “274a.12 (a) (3)”;
  - INS Form I-766 (Employment Authorization Card) annotated “A3”;
- g. Cuban/Haitian Entrant:
- INS Form I-94 with stamp showing parole as “Cuba/Haitian Entrant” under Section 212 (d) (5) of the INA; or
  - Form I-551 Alien Registration Receipt Card, (commonly known as “green card”) with the code CU6, CU7 or CH6; or
  - Unexpired temporary I-551 stamp in foreign passport or on Form I-94 with the code CU6 or CU7; or
- h. Non-Immigration wither Immigration and Nationality Act – 8 U.S. § 1101 (a) (15)
- Form I-94 with stamp showing authorized admission as a non-immigrant
- i. Alien paroled into United States for less than one year under Section 212 (d) (S) of the INA:
- Form I-94 with stamp showing admission for less than one year under Section 212 (d) (5) of the INA



**City of Somerton**  
**Community Development Department**  
143 N. State Ave. • PO Box 638  
Somerton, AZ 85350  
Phone: (928) 722-7399 • Fax: (928) 627-2707  
[www.SomertonAz.gov](http://www.SomertonAz.gov)

**MOBILE FOOD VENDOR REQUIREMENTS**  
**Somerton Zoning Ordinance 3.1.5.E.4**

4. All mobile food vendors and vending locations are subject to the following standards within any zoning district:
  - a. All mobile trucks, carts and/or trailers adhere to all fire, building and any other applicable regulations.
  - b. Mobile Food Vendors are only allowed to operate on private property that is located in permitted zoning districts (MSC, C-1, C-2).
  - c. Mobile Food Vendors shall not operate within the public right-of-way.
  - d. Mobile food vendors shall be located a minimum of one hundred (100) feet from the main entrance to any eating establishment or similar food service business, one hundred (100) feet from any outdoor dining area, as measured from the designated location on the lot accommodating the mobile food vendor. In the event that a food service business locates within the minimum separation requirement subsequent to mobile food vendor location being approved, nothing herein shall prohibit the property owner from continuing to operate at the approved location until the food truck permit has expired.
  - e. Mobile food vendors shall be located a minimum of one hundred (100) feet from any other permitted mobile food vendor location; unless the property is permitted to have multiple vending locations through the mobile food vending siting permit process.
  - f. Mobile food vendors shall be located a minimum distance of five (5) feet from the edge of any driveway or public sidewalk, utility boxes and vaults, handicapped ramp, building entrances, exits or emergency access / exit ways, or emergency call box and shall not locate within any area of the lot that impedes, endangers, or interferes with pedestrian or vehicular traffic.
  - g. Mobile food vendors and its associated seating, if any, may not occupy any required parking stall for the primary use while the primary use is open to the public. Mobile food vendors and the primary use may share parking spaces when having separate hours of operation. Parking stalls that are overflow or extra according to the regulations in the Zoning Code may be used to park a Mobile food unit.
  - h. Mobile vendors must maintain on the site a minimum of three parking spaces designated for their use.
  - i. Mobile food vendors that are located within 150' of a residential dwelling shall only operate between the hours of 7 a.m. and 10 p.m.
  - j. The noise level of mechanical equipment or outside sound equipment used in association with a mobile food establishment may not exceed 70 decibels when measured at the property line that is across the street from or abutting a residential use.

- k. Continuous music or repetitive sounds shall not project from the Mobile unit.
- l. Mobile Food Vendors shall not sell to vehicular traffic at any location.
- m. Mobile food vendors shall only be allowed temporary connection to an external electrical source. Permanent or temporary water and wastewater, connections are prohibited.
- n. A No Smoking sign must be posted next to the order window or area.
- o. A tagged fire extinguisher shall be kept accessible as directed by the City of Somerton Fire Chief or designee for cater trucks only. When using a stove or any other cooking device, an Ansul system is required.
- p. The mobile food vendor is responsible for the proper disposal of waste and trash associated with the operation. Mobile Food Vendors shall keep the area within 15 feet of the location of the unit free from all litter and debris resulting from the operation.
- q. Mobile Food Vendors shall maintain a clearly-marked trash container near their unit for litter. Use of public trash receptacles for this purpose is prohibited. Vendors shall remove all waste and trash from their approved location at the end of each day or as needed to maintain the health and safety of the public. No liquid waste or grease is to be disposed in tree pits, storm drains or onto the sidewalks, streets, or other public space. Under no circumstances shall grease be released or disposed of in the City's sanitary sewer system.
- r. With the exception of the allowable outdoor seating areas, all equipment required for the operation shall be contained inside, attached to or within three (3) feet of the mobile food vending unit and all food preparation, storage, and sales/distribution shall be in compliance with all applicable County, State and Federal Health Department sanitary regulations.
- s. The mobile unit shall not become a fixture of the site and shall not be considered an improvement to real property. Exterior storage of refuse, equipment or materials associated with the mobile food vending enterprise is prohibited.
- t. Mobile food vendors and associated outdoor seating shall be removed from all permitted locations during impermissible hours of operation and shall not be stored, parked, or left overnight on any public street or sidewalk.
- u. A mobile vending unit located on a lot with a primary use shall be considered a use as well if the mobile vending unit is not moved during impermissible hours of operation or is located within or under any permanent structure. Such use shall comply with all of the regulations for a use in the district. For the purpose of this section, "permanent structure" shall mean a structure that is built or constructed such as an edifice, building, walls, benches, shade structure or any piece of work artificially built up or composed of parts joined together in some definite manner, and permanently attached to the ground.
- v. The property owner and mobile vendor are responsible for compliance with this code, if at any time evidence is provided that the lot is being used or the vendor is operating other than in compliance with these regulations such as number of food trucks allowed on the lot, or the outdoor seating or hours of operation, the property owner and/or vendor shall be notified/penalized as follows:
  - i. The penalty for violating this ordinance shall be as defined in Section 7.6 of this ordinance.
- w. The Mobile unit will be subject to inspection upon permit application through the Community

Development Department and the Fire Chief and may be subject to random inspection upon reissuance of the permit.

- x. Neither the Zoning Administrator nor the Board of Adjustment shall have the jurisdiction to grant variances from the provisions of this subsection above.
- y. A mobile food establishment is limited to signs attached to the exterior of the mobile food establishment. The signs:
  - i. Signs must be secured and mounted flat against the mobile food establishment;
  - ii. Signs may not project more than six inches from the exterior of the mobile food establishment;
  - iii. Only the name of the vendor or the vending company, the products offered, and the price of the products shall be included on the sign; and
  - iv. Mobile Food Vendors signs shall not be internally or make use of flashing or intermittent lighting, animation, or noisemaking devices. Graphic illustrations shall display only the products being offered.

I hereby certify that I have read and understood the above regulations concerning Mobile Food Vendor. I agree to comply with them. Further, it is my understanding that failure to comply with the above regulations or complaints received from local residents may cause my license to be revoked.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_