

Mobile Restaurant + Vendor BUSINESS LICENSE CHECKLIST

In addition to the requirements outlined in the “5 Steps to a Business License” guide, the following are specific regulations for Mobile Restaurants and Mobile Vendors who wish to do business within the Town of Smithers.

ALL MOBILE RESTAURANTS & MOBILE VENDORS

- Verify the property is zoned to permit mobile restaurants (C-1, C-1A, C-1B, C-4, C-7, M-1, M-2, M-2A, M-3, P-1, P-2, P-4) or vending retail sales (C-1, C-1A, C-1B, C-7) with Town of Smithers Planner.
- For location on private property, submit written permission from the property owner.
- Be set up at a location for no longer than **two consecutive days per week** in any one location.
- For mobile restaurants, provide a copy of your approval from Northern Health.
- For mobile vendors, if within **30 metres** of other like retail vendors, submit written permission from those business owners. If permission is not granted, you will not be approved to locate within 30 metres of the other business.
- For mobile restaurants, if within **30 metres** of fixed restaurants, cafes, coffee shops, snack bars, dining lounges, drive-in restaurants, delicatessens and lunch counters, submit written permission from those business owners.
- Submit a completed Business License Application to the Town of Smithers.

REQUIREMENTS TO LOCATE ON TOWN OWNED PROPERTY OR ROAD RIGHT-OF-WAY:

- Submit a letter to Council outlining your proposal (i.e. where you would like to set-up, specific days and any special requests). If authorized by Council the following is required:
 - Enter into a **License of Occupation Agreement** with the Town.
 - Provide **proof of adequate workers compensation** if there are one or more employees.
 - If within a municipal park, submit **written permission** from any groups sponsoring sports events & activities.
 - Without written permission from the groups handling sports events and activities, the mobile vendor or mobile restaurant shall be set up at least 150 metres away from the sports event or activity.
 - Proof of the following **insurance coverage**:
 - Comprehensive public liability insurance and property damage insurance providing coverage of at least \$2,000,000 inclusive against liability for bodily injury or death or damage to property on an all-risk basis, including the Town as Additional Insured.
 - Automobile insurance for public liability and property damage providing coverage of at least \$1,000,000 inclusive on owned, non-owned, or hired vehicles.

Note: Mobile vendors and mobile restaurants operating as part of a Town-approved Special Event, refer to Business License Bylaw 1763, sec. 6.2