NEW WESTMINSTER

License Application: Mobile Food Vending (Food Truck)

Last Updated: April 2025

Please see the *Food Truck Information Guide* before completing and submitting this application. Only complete applications will be considered. If your application is successful, you will be required to pay a license fee, available at https://www.newwestcity.ca/business_licences.php#business-licence-fees

Business Information

Owner/Applicant Name:_____

Business/Trade Name:_____

Mailing Address:_____

Phone:_____ Email: _____

Theme of Food (e.g., Thai, Greek):_____

Truck Information

Make/Model:_____ Fuel Type:_____

License Plate Number:_____ Unit Weight:_____

Unit Width:_____
(Maximum width is 2.5 metres or 8.2 feet)

Unit Length:_____
(Maximum length is 8.0 metres or 26.25 feet)

Deep Fryer ☐ Yes ☐ No

Propane ☐ Yes ☐ No

Required Documents

Please attach the following required documents to this application form:

- ☐ Complete Application
- ☐ Local Health Authority Permit
- ☐ Insurance Coverage
- ☐ BC Safety Approval for propane
- ☐ Incorporation documents
- ☐ Photo of Truck

Planning Division
604-527-4532

This guide does not replace official documents and the City disclaims any liability from its use.

Special Events

I acknowledge that:

All food truck operators that wish to participate in a Special Event must have permission of the event organizer. City-sanctioned Special Events, filming permits and Street Occupancy Permits take precedence over roaming food trucks at any location.

Fire Inspections

Once this application has been submitted to the City, please call the New Westminster Fire Department at 604-519-1004 to make an appointment for a Fire Inspection.

I acknowledge that:

I may not operate on public streets in New Westminster until a Fire Inspection has been completed on my truck and a business license has been issued.

Insurance

I acknowledge that:

All required insurance policies shall remain in full force and effect at all times during the term of this license.

Acknowledgement of Application

I hereby make application for a business license in accordance with all the information as above stated and declare that this is a true and correct statement and further agree to comply with the Mobile Food Vending Bylaw No. 7850 and all the relevant bylaws of the Corporation of the City of New Westminster.

I acknowledge that licence holders are required to advise the Business Licence Division of any changes to the information provided on this application. Failure to report changes could jeopardize my licence.

I am aware that my application may be forwarded to the New Westminster Police Department for review.

Applicant Name: _____

Applicant Signature:_____ Date:_____