



OFFICE OF CITY CLERK
45 E BROAD STREET
P.O. BOX 998
COOKEVILLE, TN 38503-0998

PHONE: (931) 520-5250
www.cookeville-tn.gov/178/Mobile-Food-Vendors

MOBILE FOOD VENDOR PERMIT

INFORMATION & APPLICATION



Mobile Food Vendors

The City Clerk's Office issues Mobile Food Vendor's permits per Cookeville Municipal Code Title 9, Chapter 12, Section 9-1201 through Section 9-1211. The requirements are:

- \$75 (30 day permit)
- \$250 (365 day permit)
- Copy of Applicant's Driver's License
- Copy of Tennessee Certificate of Registration (Sales Tax)
- Copy of Current Tennessee State Business License
- Copy of Current Health Department Inspection
- Copy of Written Spill Response Plan Approved by Public Works Department - [Guidelines for Spill Plan \(PDF\)](#)
- Copy of State Fire Permit issued to MFU by State Fire Marshal or Codes Department Inspection Approval
- Copy of Photo of MFU

MFU is a Truck

- Copy of Valid Vehicle Registration for MFU
- Copy of Valid Certificate of Vehicle Liability Insurance for MFU

MFU is a Trailer

- Copy of Valid Vehicle Registration for MFU
- Copy of Valid Certificate of Vehicle Liability Insurance for MFU
- Copy of Valid Vehicle Registration for power unit pulling MFU
- If Operating on Cookeville City Property, Copy of Proof of Liability Insurance Coverage (minimum \$1,000,000) naming City of Cookeville as Additionally Insured - [Mobile Food Vendor Policy Requirements for Approved Designated Public Locations \(PDF\)](#)

The completed [Mobile Food Vendor Application \(PDF\)](#) and all the additional requirements must be returned to the City of Cookeville Tax Department and approved by the City Clerk before a permit is issued. If you have any unanswered questions, please call our office 931-520-5250 or 931-520-5251.

Please be advised, upon receipt of all required information and documentation, the processing of your application, including approval of the Spill Plan and scheduling an inspection with the Codes Department, can take several days.

Approved Designated Public Locations

[Broad and Fleming Parking Lot \(PDF\)](#)

[Cane Creek Park Parking Lot \(PDF\)](#)

[Cane Creek Recreation Center Parking Lot \(PDF\)](#)



CITY OF
COOKEVILLE
T E N N E S S E E



Mobile Food Service Operations

Stormwater Management Information

The purpose of this information is to prevent or reduce the discharge of pollutants to the storm drainage systems and to our streams and sinkholes from mobile businesses that provide food services. Food and food byproducts damage natural streams and aquatic life by promoting harmful pathogens and depleting dissolved oxygen in the waters.

The City of Cookeville has separate sanitary sewer systems and storm drainage systems. Storm drains are located outdoors and are intended to convey rainwater runoff directly to the nearest stream or sinkhole to prevent ponding and flooding. Any spills, leaks, or discharges to the storm drainage system will enter the natural streams without treatment.

Spill Response Plan Contents:

- Address where you will be discharging all wastewater. This must be an approved site where all wastewater will discharge to the sanitary sewer or septic tank system.
- State that you will inspect all water and wastewater plumbing on a daily basis.
- Address where you will clean floor mats and equipment so that it drains to an approved sanitary sewer or septic tank system.
- Exterior washing of vehicles only permitted at a commercial car wash.
- Discuss storage of all used cooking oil in appropriate containers inside the vehicle.
- Address education of all employees on potential dangers to the environment and storm drainage system from spills and leaks. Train employees on spill prevention and cleanup procedures for the area around the food truck.
- Address trash removal and proper disposal.
- Submit a written plan to explain how spills will be contained; this should cover spills of waste water, greases, oils and food products. An emergency spill response kit should be on or in the vehicle at all times. The kit should contain: absorbents e.g. pads, booms, kitty litter, a secondary containment vessel or pan, and an absorbent sock large enough to cover the opening to the nearest storm drain inlet.

Report any spills or illegal dumping to the Public Works Department at 931-520-5247.

CHAPTER 12 MOBILE FOOD VENDORS

SECTION

- 9-1201. Definitions.
- 9-1202. Permit required.
- 9-1203. Application for permit.
- 9-1204. Issuance or refusal of permit.
- 9-1205. Exhibition of permit.
- 9-1206. Enforcement and penalties.
- 9-1207. Revocation or suspension of permit.
- 9-1208. Business license.
- 9-1209. Special events exemption.
- 9-1210. Operational requirements.
- 9-1211. Use of streets/sidewalks.

9-1201. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section. The word "shall" is always mandatory and not merely advisory.

- (1) "Mobile food unit ("MFU")" is an enclosed unit, truck, trailer, pushcart, smoker or similar vehicle-mounted unit that:
- (a) Is mobile or capable of being moved by a licensed motor vehicle;
 - (b) Is used for the preparation, sale, or donation of on-site prepared food; and
 - (c) Is not a pedestrian vendor.
- (2) "Mobile food vendor ("vendor")" is any individual engaged in the operation of a MFU; if more than one (1) individual is operating a single MFU, then vendor shall include all individuals operating such single MFU.
- (3) "On-site prepared food" means any food or beverage that is served, packaged, cooked, chopped, sliced, mixed, brewed, frozen, squeezed, or otherwise prepared on-site within the MFU by a mobile food vendor or other persons and that may be purchased at the MFU for immediate or later consumption.
- (4) "Pedestrian vendor" means any person who demonstrates, gives away, sells or offers for sale goods, merchandise, souvenirs, novelties, food or beverages not prepared on-site, flowers or

balloons outdoors, and who may carry or display such goods or transport such goods door to door in a cart or mobile-type device. Pedestrian vendor must comply with Title 9 Section 201 of the City of Cookeville Municipal Code.

(5) "Public property" means any property owned or maintained by the City of Cookeville.

(6) "Special event" shall mean any event or gathering which occurs on City property including streets, sidewalks, rights-of-way, parks, parking lots or public facility or place under the authority of the City. These events include such things as parades, runs, sporting events, street festivals, shows or exhibitions.

(as added by Ord. #O16-10-23, March 2017, as replaced by Ord. #O18-10-30, November, 2018)

9-1202. Permit required.

It shall be unlawful for any mobile food unit to operate within the corporate limits without first obtaining a permit in compliance with the provisions of this chapter and any other city ordinance.

(as added by Ord. #O16-10-23, March 2017, as replaced by Ord. #O18-10-30, November, 2018)

9-1203. Application for permit.

Applicants applying for a permit under this chapter shall file a sworn, written application with the city clerk's office containing the following information and such other pertinent information as may be required:

(1) Name, date of birth, and social security number.

(2) Driver's license or other personal identification.

(3) Home address.

(4) Local address, if different from home address.

(5) Name, address and phone number of corporation, company, or organization the applicant is representing.

(6) A copy of a "Tennessee Certificate of Registration" for the collection of state and local sales or use taxes for sale of tangible personal property or taxable services for customers.

(7) A copy of a valid business license issued in Tennessee.

(8) A description of the nature of the business and the goods to be sold.

(9) A description of the vehicle being used while in operation, including make and model, license plate number, copy of valid vehicle liability insurance certificate, and county of registration.

(10) The starting date and ending date of operation of the business for a thirty (30) day permit.

(11) A copy of the current health inspection, if required by the Tennessee Department of Health for operation of Food Service Establishments.

(12) Applicants must submit a spill response plan for approval by the Public Works Department.

(13) All mobile food units shall be inspected and approved by the Cookeville Codes Department.

(as added by Ord. #O16-10-23, March 2017, as replaced by Ord. #O18-10-30, November, 2018)

9-1204. Issuance or refusal of permit.

Applicants may apply for an annual permit or a thirty (30) day permit. Each application shall be reviewed by the city clerk's office and Codes Department. Upon satisfaction of inspection and application requirements, The city clerk's office will issue or deny the permit within five (5) business days.

(1) Fees. An application for an annual mobile food vendor permit under this chapter shall be accompanied by a fee in the amount of two hundred fifty dollars (\$250.00). An annual mobile food vendor permit shall be valid for one (1) year from date of issuance.

(2) An application for a thirty (30) day mobile food vendor permit shall be accompanied by a fee of seventy-five dollars (\$75.00).

(3) The city clerk's office shall collect the permit fee. There shall be no proration of fees. All permit fees are non-refundable. No permit shall be transferrable.

(as added by Ord. #O16-10-23, March 2017, as replaced by Ord. #O18-10-30, November, 2018)

9-1205. Exhibition of permit.

Vendors obtaining a permit are required to exhibit their permit at a visible site for the inspection of any police officer, codes enforcement officer and customer/person solicited.

(as added by Ord. #O16-10-23, March 2017, as replaced by Ord. #O18-10-30, November, 2018)

9-1206. Enforcement and penalties.

(1) It shall be the duty of all police or codes officers to see that the provisions of this chapter and/or any other city ordinance that pertains are enforced.

(2) Any person violating the provisions of this chapter and/or any other city ordinance shall be punished by a fine of no more than fifty dollars (\$50.00) per day plus applicable court costs.

(as added by Ord. #O16-10-23, March 2017, as replaced by Ord. #O18-10-30, November, 2018)

9-1207. Revocation or suspension of Permit.

(1) Permits issued under the provisions of this chapter may be revoked by the City Court Judge after notice and hearing for any of the following cases:

(a) Fraud, misrepresentation, or incorrect statements contained in the application for permit, or made in the course of carrying on the business of mobile food vending.

(b) Any violation of this chapter or any other city ordinance, rule or regulation.

(c) Conviction of a felony.

(d) Conducting the business of mobile food vending in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety, or general welfare of the public.

(e) Operating or attempting to operate within any single-family zoning district.

(2) Notice of the hearing for revocation of a permit shall be given by the city clerk in writing, setting forth specifically the grounds of the complaint and the time and place of hearing. Such notice shall be mailed to the vendor at his or her last known address at least five (5) days prior to the date set for hearing, or it shall be delivered by a police officer or codes enforcement officer in the same manner as a summons at least three (3) days prior to the date set for hearing.

(3) When reasonably necessary the city manager may suspend a permit pending the revocation hearing.

(4) Terms and length of the suspension or revocation will be determined by the City Court Judge.

(as added by Ord. #O16-10-23, March 2017, as replaced by Ord. #O18-10-30, November, 2018)

9-1208. Business license.

A mobile food vendor shall be required to obtain a current business license to operate in Tennessee.

(as added by Ord. #O16-10-23, March 2017, as replaced by Ord. #O18-10-30, November, 2018)

9-1209. Special events exemption.

A mobile food vendor participating in a special event shall comply with all rules, regulations and requirements of the event and is exempt from having to obtain a mobile food vendor permit under this chapter. The special event sponsor, coordinator or operator shall enforce the rules for the special event.

(as added by Ord. #O16-10-23, March 2017, as replaced by Ord. #O18-10-30, November, 2018)

9-1210. Operational requirements.

The following requirements apply to all mobile food units and vendors operating at any location within the City of Cookeville. Additional requirements may apply.

(1) Compliance with laws. Except as provided herein, mobile food unit placement and operation must adhere to federal, state, and local laws, regulations, and policies. Local laws, regulations, and policies include, but are not limited to the Cookeville Municipal Code and Cookeville Department of Leisure Services and Public Facilities Policy Manual on *Mobile Food Units in Parks and on City Properties* and as subsequently amended.

(2) Items for sale. Only food and beverage items may be sold from MFUs, and the sale or distribution of alcoholic beverages is prohibited. A vendor may sell or distribute merchandise from the MFU only if the merchandise bears the logo of the vendor or MFU; all other merchandise sales are prohibited.

(3) Letter of permission. Vendors operating on private property shall obtain a letter from the property owner stating that the vendor has permission to vend on the property. The vendor shall keep a copy of the permission letter on the MFU while operating. The vendor shall produce the letter upon the request of any city official acting in an enforcement capacity.

(4) Methods of support. MFUs shall be free-standing and shall not use stakes, rods, or any method of support that must be drilled, driven, or otherwise fixed, into or onto asphalt, pavement, curbs, sidewalks, or buildings.

(5) Operating distance. No MFU shall operate within five (5) feet of another MFU or ten (10) feet of any structure. The distance will be measured from the corner of the mobile food unit to the nearest corner of a structure or other mobile food unit.

(6) Operating hours. Operating a mobile food unit between the hours of 12:00 a.m. to 6:00 a.m. shall be prohibited.

(7) Signs and flashing lights. A MFU must adhere to all city ordinances in regards to signage.

(8) Sound amplification. A MFU or vendor shall not use sound amplification equipment for any purpose and shall comply with all city noise ordinances and regulations.

(9) Special events. During a special event, vendors must obtain written permission to operate within the boundaries of the special event from the special event sponsor, coordinator or operator and comply with all rules, regulations and requirements of the special event. A police officer or codes officer is authorized to inspect permission forms for special events.

(10) Spills. To prevent discharges into the storm drain system and natural waterways, each MFU shall comply with the storm water regulations of the City of Cookeville. In addition, each MFU shall have a spill response plan and kit onboard to contain and remedy any discharge from the MFU.

(11) Utilities. No power or water required for the mobile food unit shall be drawn from the public right-of-way or public property unless specifically authorized in writing by the City Manager or his or her designee.

(12) Electrical service from private property.

(a) MFUs operating on private property may use electrical power from the property being occupied or an adjacent property only when written permission has been given by an owner of the property providing electricity to the mobile food unit.

(b) The property owner shall provide written acknowledgement to the Codes Department that they accept all responsibility resulting from the use of an electric connection by the MFU.

(c) The electrical connection point to be utilized by an MFU shall be inspected and approved by the Codes Department, as provided for in this chapter.

(d) No power cord, cable, or equipment shall be extended on or across any public right-of-way, alley, sidewalk, or other public property.

(e) Electrical requirements. Any vendor operating under this chapter or property owner providing electrical service to a mobile food unit shall comply with the requirements of the National Electrical Code as adopted by the City of Cookeville for regulating electrical installations.

(f) Inspection of electrical service. In order to be used by MFUs, all new and existing electrical service components on private property require inspection and approval by the Codes Department.

(i) Permit for new electrical service. If an electrical component is newly installed on the private property, the installation shall be completed by a licensed electrician who possesses a City of Cookeville electrical license and must obtain all necessary permits prior to installation.

(ii) Safety inspection of existing electrical service. If a private property has an electrical service component for use by MFUs, the Codes Department shall conduct a safety inspection of

the component. The cost of this safety inspection is in accordance with the City of Cookeville electrical fees. Once the initial electrical safety inspection is approved, annual safety inspections are not required.

(13) Waste storage and disposal. Vendors shall supply, in a prominent location, trash containers sufficient in size to collect all waste generated by customers and staff of the MFU. The vendor shall keep the area around the MFU clear of litter and debris at all times. All trash and debris generated by customers and staff shall be collected by the vendor and deposited in their trash or recycling container and removed from the site by the vendor. The vendor may not use city trash or recycling receptacles.

(14) Fire safety. Mobile food units must be equipped with an appropriate fire extinguisher as applicable to the mobile food unit's operation.

(15) Sight distance/safety. Mobile food units must be positioned so as not to block or obstruct the view of motorist or pedestrian at any intersection or any point of ingress/egress. A police or codes officer is authorized to require the mobile food unit to move if in their reasonable judgement the mobile food unit is creating a safety issue for the public.

(as added by Ord. #O16-10-23, March 2017, as replaced by Ord. #O18-10-30, November, 2018)

9-1211. Use of streets/sidewalks.

No vendor who has obtained a permit shall have any right to operate at any location on public property, including but not limited to the public streets/sidewalks, public parks, public parking lots or spaces, nor shall any be permitted to operate a "road block" of any kind, nor shall any be permitted a stationary location thereon, nor shall any be permitted to operate in a congested area where the operation might impede or inconvenience the public use of such streets/sidewalks, unless as otherwise may be permitted as a special event. Use of public property may be granted subject to compliance with the Department of Leisure Services and Public Facilities Policy Manual on *Mobile Food Units in Parks and on City Properties* and as subsequently amended. For the purpose of this chapter, the judgement of a police officer and/or a codes officer, exercised in good faith, shall be deemed conclusive as to whether the area is congested and the public impeded or inconvenienced.

(as added by Ord. #O16-10-23, March 2017, as replaced by Ord. #O18-10-30, November, 2018)

Cookeville Department of Leisure Services and Public Facilities

Policy Manual

Mobile Food Units in Parks and on City Properties

- I. The intent of this policy is to provide rules and regulations for the operation of Mobile Food Units (MFU) in designated City of Cookeville Parks and Parking lots. This policy supports Chapter 12, Section 9 of the Cookeville Municipal Code, adopted March 16, 2017.
- II. It will be the policy of the Department of Leisure Services and Public Facilities to allow MFUs to vend in designated areas of certain City parks and/or Recreation areas, in accordance with City Code, Chapter 12, Section 9 and in accordance with these rules.
- III. **Approved Parks and Maximum Numbers.** MFUs may operate at approved parks and parking lots listed in Appendix 1 according to these Rules. The maximum number of MFUs allowed to operate at one time at an approved park or parking lot is found in Appendix 1. The Director of Leisure Services and Public Facilities may also allow MFUs to operate in other City parks for one time, special events at his/her discretion.
- IV. **Availability.** Spaces in the Designated Operation Area are available to all Vendors with a MFU Permit as space is available. Permits shall be issued as according to City Municipal Code Chapter 12, Section 9-1202, 9-1203, 9-1204.
- V. **Reservations Required.** MFUs are allowed to operate in the approved parks and parking lots only by reserving an approved space through the Department of Leisure Services and Public Facilities. If a concessionaire is scheduled to operate at the park or parking lot, the MFU will not be allowed to reserve a space at that park or parking lot, during that time. At any one time, MFU Vendors may have only one (1) reservation at approved parks or parking lots. Spaces may be reserved for no more than seven (7) consecutive days. When a Vendor makes a reservation, the Department will place cones in the designated MFU area on the day of the reservation in order to reserve the space for the MFU. While the MFU is operating, the Vendor shall use these cones provided by the Department and place one cone at each corner of the MFU.
- VI. **Hours of Operation.** MFUs are limited to vending in parks or City parking lots between the hours of 7:00 a.m. and 9:00 p.m., unless the park closes earlier, then vending shall cease 30 minutes prior to close. These hours may be altered on a limited basis by the Director of Leisure Services and Public Facilities for special events and/or special occasions.
- VII. **Designated Areas.** MFUs shall operate only within the designated area (outlined in Appendix 1) at approved parks and City parking lots. MFUs and Vendors must remain within the designated area and are prohibited from using a push cart or circulating throughout the premises of any designated park. MFUs shall not provide or allow any dining area, including but not limited to tables, chairs, booths, stools, benches, tents, and standup counters, other than counters attached to the MFU.

- VIII. **Signage.** A Unit is limited to signs mounted to the exterior of the MFU. No free standing signs are permitted. All signs mounted on the Unit shall be secured and mounted flat against the Unit and shall not project more than six inches (6") from the exterior of the Unit.
- IX. **Waste Collection and Disposal.** Vendors shall supply, in a prominent location, trash containers sufficient in size to collect all waste generated by customers and staff of the Unit. The Vendor shall keep the area around the Unit clear of litter and debris at all times. All trash and debris generated by customers and staff shall be collected by the Vendor and deposited in Vendor's trash or recycling container and removed from the site by the Vendor. The Vendor shall contain onboard at all times any waste liquids generated by its operations (oil, ice, wash water, etc.).
- X. **Electric.** Electrical service is limited to an onboard generator. Any power required for MFU shall be self-contained and MFUs may not use utilities drawn from the park or parking lots.
- XI. **Removal of Equipment.** MFUs and all associated equipment must be removed from the park and/or parking lot at the end of each day. The Unit and any equipment are not permitted in the park or parking lot overnight at any time, except when associated with a multiple day Special Event.
- XII. **Special Events.** Times and dates of operation may be affected by special events at the designated Park and/or parking lot. Vendors hours and dates may be affected during a City-authorized street fair, public festival, or similar special events held in parks. Vendors shall not operate within the boundaries of a Special Event unless the Vendor has written permission from the event sponsor, coordinator or operator and Vendor must comply with all rules and regulations of the Special Event.
- XIII. **Indemnification.** The owner and operator of any Mobile Food Unit operating in or on a city park or city parking lot shall defend, indemnify and hold harmless the City of Cookeville and all its departments and employees from and against any and all claims, liabilities, loss, damages, cost and expenses, including reasonable attorney fees, court cost and other expenses of litigation or administrative proceedings, for personal injury, damage to real or tangible property arising out of the operator's use the city's property for operation a Mobile Food Unit. The operator of a Mobile Food Unit operating in or on a city park or parking lot shall provide proof of liability insurance coverage naming the City of Cookeville as additional named insured with a minimum of \$1,000,000 in liability coverage. The Department of Leisure Services and Public Facilities must be notified within three (3) business days if the liability coverage naming the City of Cookeville as an additional named insured is cancelled or terminated.

Appendix I

Mobile Food Units will be permitted in the Designated Operation Area of the following parks and/or public parking lots.

Fleming Street/Broad Street Parking Lot

Corner of Fleming and Broad

Cookeville, TN

3 MFU

The Northeastern most border of the parking lot. (see attached map)

Cane Creek Park

C.C. Camp Road

Cookeville, TN 38501

1 MFU

Four parking spaces at the top of the hill above the Hilltop Shelter. (see attached map)

Cane Creek Recreation Center

180 C.C. Camp Road

Cookeville, TN 38501

2 MFU

The Southwestern most parking spaces. (see attached map)

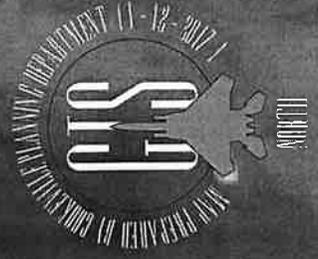
Carlen / McCawley Insurance

The Outdoor Experience

EAST BROAD STREET

Bradley Furniture

Location



50 0 50

Graphic Scale in Feet

City Hall

FLEMING AVENUE

1111

Fleming Avenue / Broad Street Parking Lot

Cookeville, Tennessee



50 0 50

Graphic Scale in Feet



Shelter

PARK ROAD

Shelter

Location



Cane Creek Park

Cookeville, Tennessee

50 0 50

Graphic Scale in Feet



Recreation Center

Location



CC CAMP ROAD

Cane Creek Recreation Center

Cookeville, Tennessee

City of Cookeville, TN

Application for Mobile Food Vendor (MFV)

PO Box 998
Cookeville, TN 38503
(931) 520-5250

Applicant Name _____	Business Name _____
Applicant Date of Birth _____	Mailing Address for Business to receive Notices _____
Applicant Social Security # _____	Phone # _____
Cell # _____	E-Mail Address _____
Applicant Home Address _____ _____	Nature of Business and Goods to be sold _____

_____ MFU IS A ***TRUCK***	_____ MFU IS A ***TRAILER***
MFU Make _____	MFU Trailer Make _____
MFU Model _____	MFU Trailer Model _____
MFU License Plate # _____	MFU Trailer License Plate # _____
	Make of Vehicle Pulling Trailer _____
	Model of Vehicle Pulling Trailer _____
	License Plate # of Vehicle Pulling Trailer _____

Length of Permit	_____ Thirty (30) day \$75 Start Date _____	_____ Three Hundred Sixty Five (365) day \$250 (Starts Day Permit Issued)
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Applicant hereby solemnly swears that all documentation provided and each and every statement in the above application is true and correct and agrees that, if any documentation provided or statement therein is false, it will be grounds to deny issuance of the permit or a permit issued may be revoked. I have read and agree to abide by the Cookeville Municipal Code Title 9, Chapter 12, and the current Cookeville Department of Leisure Services and Public Facilities Policy Manual on *Mobile Food Units in Parks and on City Properties*. After a permit has been issued, if the applicant or assistants are convicted of a felony, or for violating any municipal ordinance, they are subject to a fine and suspension of their permit pending the revocation hearing.

This _____ day of _____, _____

_____ Applicant Signature

City of Cookeville, TN
Application for Mobile Food Vendor (MFV)

PO Box 998
Cookeville, TN 38503
(931) 520-5250

CITY CLERK OFFICE USE ONLY

Permit Fee Paid \$ _____ Cash _____ Check # _____ Debit _____

Required Documents

- _____ Copy of Applicant's Valid Driver's License
- _____ Copy of Tennessee Certificate of Registration (Sales Tax)
- _____ Copy of Current Tennessee State Business License
- _____ Copy of Current Health Department Inspection
- _____ Copy of Written Spill Response Plan Approved by Public Works Department
- _____ Copy of State Fire Permit issued to MFU by State Fire Marshal or Codes Dept Inspection Approval
- _____ Copy of Photo of MFU

- _____ MFU is a Truck
 - _____ Copy of Valid Vehicle Registration for MFU
 - _____ Copy of Valid Certificate of Vehicle Liability Insurance for MFU
- _____ MFU is a Trailer
 - _____ Copy of Valid Vehicle Registration for MFU
 - _____ Copy of Valid Certificate of Vehicle Liability Insurance for MFU
 - _____ Copy of Valid Vehicle Registration for power unit pulling MFU
 - _____ Copy of Valid Certificate of Vehicle Liability Insurance for power unit pulling MFU

- _____ If Operating on Cookeville City Property, Copy of Certificate of Liability Insurance Coverage, (minimum \$1,000,000) naming City of Cookeville as Additional Insured.

Permit Approved by: Tax Office _____