



The Village of Los Ranchos de Albuquerque
6718 Rio Grande Blvd. NW Los Ranchos, NM 87107 • (505) 344-65822

Mobile Food Unit Application

Must be submitted in addition to a commercial business registration

1. Unit Information

Unit Type (e.g. food truck, pushcart, etc.): _____

Vehicle License Number: _____ VIN#: _____

Name Registered Under: _____

Brief Description of Unit (e.g. Color, logos, etc.): _____

Equipment Specification: **Please attach complete drawings of equipment specifications including floor, wall and ceiling finishes.**

2. Commissary Information

Mobile units must have an agreement with an approved commissary with a fixed-food establishment. The commissary may be outside the Village of Los Ranchos municipal limits but must be in the state of New Mexico. **Please attach a signed commissary agreement.**

Commissary Location: _____

Commissary Owner/Manager: _____

Phone Number: _____

Commissary Hours of Operation: _____

3. Location

Please identify where your mobile unit will be operating. For more than one location please use page three of this application. **Please attach signed agreements with the property owners and include your days and hours of business specified by the property owner(s).**

Physical Location: _____

Property Owner: _____

Property Owner Phone: _____

Guest Parking Plan (must not be in the right-of-way): _____

4. Other Required Information

- Fire Department Approval and Report (May be another municipality’s report so long as your commissary is located within that municipality)
- New Mexico Environment Department Food & Safety Permit (Call (505) 222-9500)
- Food-related liquid and solid waste disposal plan
- Copy of CRS certificate from the New Mexico Taxation and Revenue Department

5. Additional Equipment List and Signs

Please list additional outdoor equipment (tables, chairs, condiment stands, etc.):

If you plan to have a free-standing sign or other means of on-site marketing, please review our Sign Ordinance, which can be found with the Commercial Business Application.

6. Signature

I hereby certify that I have provided complete and accurate information to the best of my knowledge. I understand that the *Mobile Food Unit Application* is incomplete without submission of the *Application for Commercial Business License*.

Signature: _____ **Date:** _____

Printed Name: _____ **Date:** _____

FOR OFFICIAL USE ONLY

7. Related Business Information

Approved

Commercial Business Registration Number: _____

Disapproved

Commercial Business Name: _____

Staff Initials: _____

Please use this page to list changes or additional locations where you will operate your business.

1. Physical Location: _____
Property Owner: _____
Property Owner Phone: _____
Guest Parking Plan (must not be in the right-of-way): _____

2. Physical Location: _____
Property Owner: _____
Property Owner Phone: _____
Guest Parking Plan (must not be in the right-of-way): _____

3. Physical Location: _____
Property Owner: _____
Property Owner Phone: _____
Guest Parking Plan (must not be in the right-of-way): _____

4. Physical Location: _____
Property Owner: _____
Property Owner Phone: _____
Guest Parking Plan (must not be in the right-of-way): _____

For each location listed, the applicant must provide a signed contract with the property owner stating the use of parking and timeframe in which the mobile unit will operate on that property.