

**TOWN OF FREEPORT  
Office of the Town Clerk  
30 Main Street  
Freeport, Maine 04032**

**FOOD TRUCK LICENSE APPLICATION**

**INSTRUCTIONS:** Please print or type all information clearly. All required documentation and payment must be submitted together for the application to be processed. Submit a complete application at least 72 hours in advance of when the permit is needed. Please keep in mind that Town Hall is open Monday through Thursday, 7:30 am – 6:00 pm.

An application for a Food Truck License must be filed with the Town Clerk's Office and such license must be issued by the Town Clerk prior to any food truck operating in the Town of Freeport, subject to the requirements of the Town of Freeport Chapter 21, Section 526.A. Please note that Food Trucks are only permitted in certain zoning districts when listed as an accessory use to a permitted use, or with a permitted Temporary Activity (in which case a Temporary Activity Permit permitted to the property owner would also be required). Please refer to Section 526.A of the Freeport Zoning Ordinance for regulations pertaining to food trucks.

**Please check license type you are applying for:**

- ☐ License for up to three days (allowed only six times per calendaryear)
- ☐ License for one year

**Applicant/Owner Information:**

Name of Food Truck: \_\_\_\_\_

Food Truck Owner (applicant): \_\_\_\_\_

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

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

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

**Required documentation to be submitted with all food truck license applications:**

- ☐ Current Maine Department of Motor Vehicle Registration for the food truck;
- ☐ Current food license issued by the State of Maine Department of Health and Human Services;
- ☐ Applicable fee paid in full (\$50.00 for up to three days -or- \$200.00 for up to 365 consecutive days)

**Additional information required when applying for a license for up to three days:**

- ☐ If you are coming to Town for an event, a Temporary Activity Permit will be required. Has the Temporary Activity Permit from the Codes Enforcement Office already been issued to the property owner / event holder? \_\_\_\_\_ Yes \_\_\_\_\_ No

Please specify names & dates of event \_\_\_\_\_

- ☐ If you are coming to Town and will be setting up as an accessory use to a business that has been through site plan review, an annual Food Truck – Accessory Use permit will be required for you to be there. Please list the name and location of the existing business that you will be setting up at:

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

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

Phone Number: \_\_\_\_\_

**Please read the following before signing:**

I hereby certify that I am the Owner and/or authorized agent of the food truck seeking the food truck license. I have read the applicable standards of Section 526.A of the Freeport Zoning Ordinance and agree to confirm to all applicable laws of this jurisdiction. I understand that food trucks can only operate in Freeport after first obtaining a valid food truck license from the Freeport Town Clerk.

I further understand that food trucks are only allowed two ways in Freeport - either in association with a Temporary Activity Permit or when a property owner (as permitted) has first obtained a Food Truck as an Accessory Use Permit – both of which are permits issued to the property owner and/or event holder and issued by the Freeport Codes Enforcement Officer.

Signature of Food Truck Owner / Authorized Agent: \_\_\_\_\_

Printed name of Food Truck Owner / Authorized Agent: \_\_\_\_\_

Approved by: \_\_\_\_\_

Fee Paid: \_\_\_\_\_ Date Paid: \_\_\_\_\_