



MOBILE RETAIL FOOD VENDOR PERMIT APPLICATION CHECKLIST

Note: "Mobile unit" shall mean any cart, wagon or similar vehicle which is used for the display and sale of wares. Mobile retail food vendor permits are not allowed in the Houma Historic District except during Mardi Gras and recognized festivals. Mobile retail food vendors must be on private property and not interfere with daily operations of parking and deliveries at permitted locations. In the zoned areas, mobile retail food vendors may only be in commercial and industrial districts. Locations must be a minimum of 300' from a bona fide restaurant (measured door to door). If a mobile retail food vendor operates more than one (1) mobile unit and or at multiple locations, a certificate of registration (permit) shall be required for each mobile unit at each location.

Mobile retail food vendor permit application procedure:

- Obtain approval from the Louisiana Department of Health and Hospitals located at 600 Polk St., Houma, LA 70360 (985) 857-3770.
- Obtain a Terrebonne Parish occupational license from Parish Sales and Use Tax Department (985) 876-3734 or online at www.tpcg.org/salestax
- Obtain and provide written permission by the owner to locate on the property.
- Provide a site plan showing all buildings and distances in the immediate area.
- Apply for a Mobile Retail Food Vendor Permit from TPCG (mypermitnow.org - \$100).
- To get an on-premise sign, apply for a temporary sign permit (mypermnitnow.org - \$125) (note: only one 4 x 8 sign is permitted at each location).
- To get utilities for the property, apply for an additional trade permit (mypermitnow.org - \$125).

Please call the Permit Office at (985) 873-6567 with any questions.