



BUREAU OF FIRE SERVICES

VILLAGE OF STILLWATER, NEW YORK

662 Hudson Avenue P.O. Box 507
Stillwater NY, 12170-0507

APPLICATION FOR MOBILE FOOD PREPARATION VEHICLE PERMIT

PLEASE BE ADVISED Any vehicle that contains cooking equipment that produce smoke or grease-laden vapors for the purpose of preparing and serving food to the public shall be considered a mobile food preparation vehicle. Any vehicle intended for private recreation shall not be considered a mobile food preparation vehicle.

NOTE: The Village of Stillwater, City of Mechanicville, & Village of Schuylerville require an inspection of all mobile food preparation vehicles before a permit can be issued. Issued mobile food preparation vehicles permits are only valid during one rolling year from the date issued. The fee for mobile food preparation vehicle permits shall be set by the individual municipalities.

APPLICANT'S INFORMATION		
Mobile Vendor's business name:		
Vehicle owner:		
Contact number:	Contact email:	
Applicant's name:		
Contact number:	Contact email:	
Business address:		
City:	State:	Zip:

VEHICLE INFORMATION			
Type of vehicle:		Make:	Model:
Year:	Color:	License plate #:	State:
Registration #:		Inspection certification #	
Vehicle Identification Number (VIN):			
Vehicle operator:			
Driver's license #	Issuing state:	Expiration Date:	

SET-UP LOCATION		
Public property:		
Private property:		
If set-up is on private property fill out the sections below		
Property location:		
Property owners name:		Contact number:
Owner's address:		
City:	City:	City:
* A private property set-up requires a property owner permission form, that must be attached to this application.		

All set-ups on public property shall only be allowed on the parking spaces of the following avenues and streets for the Village of Stillwater only, The City of Mechanicville & Village of Schuylerville currently do not have established areas:

AVENUE or STREET	SIDE	BLOCK ADDRESSES
Park Avenue	West side	1 Park Ave. – 29 Park Ave.
	East side	3 Park Ave. – 26 Park Ave.
Hudson Avenue	West side	727 Hudson Ave. - 751 Hudson Ave.
	East side	734 Hudson Ave. – 758 Hudson Ave.
School Street	South side	15 School St. - 751 Hudson Ave.

Restrictions:

1. The mobile food preparation vehicle may not block any driveways.
2. The mobile food preparation vehicle may not park any closer then 10 feet from an intersection.
3. The mobile food preparation vehicle may not black any legal crosswalks.
4. The mobile food preparation vehicle operator must provide a trash receptacle and is responsible for maintaining said trash receptacle and removing all trash before leaving set-up location.
5. All vehicle and traffic laws, local laws, Fire Code, NFPA 1 and NFPA 96 shall be followed.
6. Current Village of Stillwater mobile food preparation vehicle ID sticker must be displayed on the right side of the back of the vehicle.
7. The mobile food preparation vehicle may not have any additional strobe or flashing light(s), sirens or noise making devises, other than those required by law, excluding Stillwater Family Day.
8. When parked the mobile food preparation vehicle must have a least one rear wheel chocked.

The following attachment must be submitted along with this application.

Attachment A may be omitted if only setting up on public property.

Attachment A: Property Owner Permission Form

If set-up location is on private property, please provide an attached property owner permission form.

Attachment B: Mobile Food Preparation Vehicle Fuel Gas System Inspection Affidavit

Please provide a completed mobile food preparation vehicle fuel gas system inspection affidavit.

Attachment C: Vehicle Registration

Please provide a copy of the current vehicle registration.

Attachment D: Driver's License

Please provide a copy of the current driver's license.

Attachment E: Vehicle Photograph

Please provide a photograph of the vehicle

Attachment F: Saratoga County Health Department Permit

Please provide a copy of your saratoga county health department permit.

Attachment G: Vehicle Insurance

Please provide a copy of the current vehicle insurance.

Attachment H: Worker Compensation and Disability Coverage

Please provide proof of Workers' Compensation and Disability Coverage as required by New York State. Please note the "ACCORD" form is no longer acceptable proof of workers' compensation coverage. Contact New York State Workers' Compensation at 1-866-802-3604 or visit their website at <http://www.wcb.ny.gov/> with questions.

Or you may submit a completed NYS Workers' Compensation waiver if the applicant is not required to provide such coverage. Contact New York State Workers' Compensation at 1-866-802-3604 or visit their website at <http://www.wcb.ny.gov/> with questions.

Attachment I: Liability Insurance Certificate

Please provide a copy of the General Liability Insurance Certificate in the amount of \$1,000,000 naming the municipalities listed below as an Additional Insured (Contact your local insurance company for more information).

Village of Stillwater

662 Hudson Avenue PO Box 507, Stillwater NY 12170

Village of Schuylerville

35 Spring Street, Schuylerville NY 12871

City of Mechanicville

36 North Main Street, Mechanicville NY 12118

If you have any question you may contact us at 518.522.5187 or by email at FireServices@villageofstillwaterny.org



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Attachment A

Property Owner Permission Form

To: The Bureau of Fire Service,

I _____ own the property at _____
_____, Tax Map Parcel ID # _____. I here-by give my
permission to allow _____ to set-up a mobile food preparation
vehicle on my property, for the duration of _____. I can be
reached at (____) _____ with any questions.

Thank You,

Property Owner



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Attachment B

Mobile Food Preparation Vehicle Fuel Gas System Inspection Affidavit

Section 4106.4.3.3 Annual Leakage Test of the 2025 Fire Code of New York State states:

All fuel gas piping systems and appliances shall be checked annually for leakage at the operating pressure of the system using a manometer or pressure gauge. Where leakage is indicated, the gas supply shall be turned off until repairs have been made and the system no longer leaks.

This affidavit, section 1 and 2, must be completed, in order to operate a Mobile Food Preparation Vehicle (Food Trucks) in the Village of Stillwater, Village of Schuylerville or the City of Mechanicville NY.

Section 1: - Vendor Information

Vehicle (Business) Name: (add Unique Identifier for companies with multiple vehicles)	
Responsible Party:	
Business Address:	
Phone #:	
Email:	

Section 2: - Inspection Company Information

Inspection Company:	
Address:	
Phone #:	
Email:	
Name of Inspector:	
Inspector Signature:	