



April 30, 2021

Dear Mobile Food Vendor:

We are sending you this letter to inform you of the changes, all due to the impact of COVID-19, that we are making to the mobile food vending (MFV) license/permit renewal process, effective immediately.

First and foremost, the Mayors Emergency Executive Order in April, 2020 (further enhanced by the passing of a Local Law) declared that all New York City Department of Health and Mental Hygiene (DOHMH) permits and licenses with listed expiration dates after March 13, 2020 remain valid because of the COVID-19 public health emergency. All seasonal mobile food vending permits/licenses with listed expiration dates on or after October 31, 2019 also remain valid. When the Governor of the State of New York lifts the state of emergency, permittees and licensees will have 45 days to renew.

However, we are giving you the opportunity to renew your license or permit now so you won't have to once the emergency is lifted and *when everybody else will want to renew their license or permit*. In addition, there are some advantages for you if you submit your renewal application now. Due to COVID and social distancing rules, the only way to renew your Mobile Food Vending License or Permit at this time is by regular mail. **However, as long as your application and supporting documents are complete, YOU WILL FIND THIS PROCESS TO BE QUICKER AND EASIER THAN EVER BEFORE – NO TRAVELING TO LOWER MANHATTAN OR JAMAICA, QUEENS, NO WAITING WEEKS OR MONTHS FOR AN APPOINTMENT, AND NO LONG WAITS FOR YOUR APPLICATION TO BE PROCESSED.**

This specific package includes:

- A summary of the changes in the renewal process
- Your revised renewal application form and the revised renewal application checklist.
- DOHMH forms and non-DOHMH Clearance Request forms which were updated and revised with new information. The forms enclosed here replace any other forms you may have received in the past.

If you have any questions about this process **after** reading the updated instructions and the checklist of required documents, please email us at MFVLicenseHelp@health.nyc.gov describing the issue and leaving your name, and phone number to get back to you. You can also call 311 and ask for help with renewing your MFV license or permit.

MAJOR CHANGES IN THE RENEWAL PROCESS

- The completed renewal application form, supporting documentation (copies only), and fee (payable by check or money order only) if required, should be submitted **ONLY BY REGULAR MAIL** to:

DOHMH ELP
P.O. BOX 22137
New York, NY 10087-2137

- **DO NOT SEND ORIGINAL SUPPORTING DOCUMENTS. PLEASE ONLY SEND COPIES because we will not be able to return any original documents to you.**
- **You must include your EMAIL ADDRESS with your application.** Write this neatly in the section at the bottom of the renewal form. We need this information to be able to contact you quickly if your application is incomplete. Otherwise, we will have to return your application and fee to you by REGULAR MAIL where it could get lost and where it will definitely take time to make your application complete. You could even end up losing your permit forever if you miss an application deadline.
- You can also follow up on the status of your application by sending an email to MFVLicenseHelp@health.nyc.gov. Please allow 2 weeks for processing before inquiring.
- If there are no problems with your license renewal application, your approved, renewed license document & photo/ID badge will be sent to you by REGULAR mail within two weeks.
- If there are no problems with your permit renewal application, two weeks after submitting your permit application, you may try to schedule an inspection appointment for your mobile food vending unit (cart/truck) by calling 347-834-5766 or emailing MFVInspections@health.nyc.gov.

(over please)

OTHER CHANGES IN THE RENEWAL PROCESS

- A copy or original of your **Social Security card** or ITIN # is **not required** to renew the license or permit.
- For **license** renewals, **Proof of Home/Business Address** is required **only** if there is a **CHANGE** in your address from what is printed on your renewal notice. However, for **permit** renewals, you must **ALWAYS** submit proof of address when submitting any application, even if you haven't moved.
- Even though the expiration date on your license/permit has already passed, we will honor the clearance status on your renewal notice only until **Friday, July 2, 2021** or 45 days after the emergency restrictions are lifted – whichever is **later**. Therefore, **if the word "CLEARED" appears next to the clearance agency line on your renewal notice, you will not need to get a new clearance letter from that agency.**
- If you are **NOT CLEARED** by the NYC Department of Finance and need a Tax Clearance Letter from them, please use the Application for Vendor Tax Clearance Certificate form that came with this renewal package and send it and all of the information they require by **EMAIL** to: taxlinkcollect@finance.nyc.gov or by **REGULAR MAIL** to: NYC Department of Finance; Quality Management Unit; 59 Maiden Lane, 28th floor; New York, NY 10038. You can also reach them at their Customer Service Unit at 212-440-5300, option #3, then Option #4 with any inquiries. There is nobody at their offices to take in-person applications.
- If you are **NOT CLEARED** by the Office of Administrative Trials and Hearings and need a response letter from them to determine if you owe fines for violations issued to you, please complete and send the enclosed, revised Invoice Search Request Response form with the information they require **ONLY** by **EMAIL** to: vendorinquiry@oath.nyc.gov You can also reach them at their Customer Service Unit at 844-OATH-NYC with any inquiries. There is nobody at their offices to take in-person or mailed in applications.
- **The deadline for permit holders whose permits have listed expiration dates anywhere from March 31 through December 31, 2020, to submit a renew package is going to be Friday, July 2, 2021 or 45 days after the emergency restrictions are lifted – whichever is later.** Meeting whichever is the later deadline means the application must be submitted by regular mail to **DOHMH ELP; P.O. BOX 22137; New York, NY 10087-2137** and be **postmarked on or before that date**. You should try to submit your renewal application as soon as possible. **If you miss whichever turns out to be the later deadline, you will permanently lose your permit.**

Again, please remember:

- **any full-term mobile food vending license or permit (that expired any time after March 13, 2020) or any seasonal mobile food vending license or permit (that expired on or after October 31, 2019) which could not be renewed due to the emergency restrictions imposed in mid-March 2020 is still valid until 45 days after the emergency is lifted by the Governor of the State of New York.**
- If you need clearances, **you will have to get them from the specific agency**, NOT the Licensing Center.
- The completed renewal application form, supporting documentation (copies only), and fee (payable by check or money order only) if required, should be submitted **ONLY BY REGULAR MAIL** to:

DOHMH ELP
P.O. BOX 22137
New York, NY 10087-2137
- **You must include your EMAIL ADDRESS** in the designated section at the bottom of the renewal notice.
- You can follow up on the status of your application by sending an email to MFVLicenseHelp@health.nyc.gov. Please allow 2 weeks for processing before inquiring. You can also use that email address if you can't find your original renewal application package and need us to mail you a replacement package.

SPECIAL NOTE: *If you are updating your mailing address with your license/permit renewal application at this time and you also have a MFV license/permit which will have to be renewed at another time, please make sure you write the other record number next to the record number already on the renewal notice. This is so Licensing Center staff will know to update your address for **BOTH** records.*

Stay safe and stay healthy!

Summary Checklist to Renew a Mobile Food Vending License

[REV: 4/30/2021]

Items Needed	
<p>Be sure the applicant's name is the same on all documents. You <u>Must</u> Provide an Email Address for Us to Contact You. Incomplete Applications/Altered Documents Will Not Be Processed. * All Department forms will be provided in your application packet.</p>	
<p>License Application*</p> <ul style="list-style-type: none"> Complete all applicable sections of the Renewal Application Form. Handwrite any address change on the form. The application must be signed and dated by the applicant, not by a representative. Due to COVID and social distancing rules, <u>the only way to renew your license at this time is by mail. However, as long as your application and supporting documents are complete, YOU WILL FIND THIS TO BE QUICKER AND EASIER THAN EVER BEFORE – NO WAITING WEEKS OR MONTHS FOR AN APPOINTMENT, NO LONG WAITS FOR PROCESSING.</u> Please complete, sign and return the application form with the necessary documents and renewal fee (if required) by mail to: DOHMH ELP P.O. Box 22137 York, NY 10087-2137. <p style="text-align: center;">PLEASE SEND COPIES <u>ONLY</u>; NO ORIGINAL DOCUMENTATION. New ANY DOCUMENTATION YOU SEND WILL <u>NOT</u> BE RETURNED TO YOU.</p>	✓
<p>License Fee</p> <ul style="list-style-type: none"> The fee for the renewal of a two-year license is \$60.00 and for a seasonal (temporary) license is \$20.00 Payable ONLY by money order or check made out to "DOHMH" There is no license fee for U.S. Veterans (honorably discharged with a NYS Peddler's Certificate) or the surviving spouse or domestic partner of such U.S. Veteran. However, \$10.00 is required for the NYC Tax Clearance fee) 	✓
<p>Photo Identification (A current photo-ID issued by a Federal, State, or City agency of the U.S.; including any of those below)</p> <ul style="list-style-type: none"> U.S. Driver's license or non-driver's ID Current U.S. or foreign passport Alien Registration Card or Naturalization Certificate IDNYC: New York City Municipal ID card. (http://nyc.gov/idnyc) <p>Note: Photo ID will not be accepted (even if current) if the photo does not resemble the applicant. Note: No other photo-ID issued by a foreign government agency is acceptable.</p>	✓
<p>Proof of Home Address (Provide this <u>ONLY</u> if your address has changed since your last renewal.) Any currently valid license - with or without a photo – or correspondence sent to you by a Federal, State or City agency of the U.S. within the last 90 days, including any of the following:</p> <ul style="list-style-type: none"> Valid U.S. driver's license or non-driver ID Current lease or mortgage statement Utility or cable TV bill or cell/home phone bill, bank or credit card statement dated within the last 90 days Department "Affidavit of Home Address" form, completed by a person living with the applicant and one of the above items in that person's name* 	✓
<p>New York State Department of Tax and Finance Sales Tax Clearance</p> <ul style="list-style-type: none"> You must be pre-cleared on your DOHMH renewal application form. If not pre-cleared, then follow the directions on the reverse side of the renewal application form. You may also contact them by email at www.tax.ny.gov or telephone (518)485-2889 <i>It may take about four (4) weeks if you need to get "cleared".</i> 	✓
<p>New York City Department of Finance Tax Clearance*</p> <ul style="list-style-type: none"> You must be pre-cleared on your DOHMH renewal application form. If not pre-cleared, then follow the directions on the back of the clearance request form and send the completed clearance request form and requested documents by email to: taxlinkcollect@finance.nyc.gov or by regular mail to: New York City Department of Finance; Quality Management Unit; 59 Maiden Lane, 28th Floor; New York, NY 10038 Vendor representatives/expeditors should use <u>regular</u> mail for bulk NYC DOF clearance requests You can also reach their customer service unit at 212-440-5300, option #3, then option #4 with any inquiries. <i>It may take about four (4) weeks if you need to get "cleared".</i> 	✓
<p>Office of Administrative Trials and Hearings Invoice Search Request Response (to determine if you owe fines for violations issued to you)*</p> <ul style="list-style-type: none"> You must be pre-cleared on your DOHMH renewal application form. If not pre-cleared, then you must complete the enclosed Invoice Search Request Form, providing the requested information/documentation and email your request to vendoringquiry@oath.nyc.gov The Department of Health/Department of Consumer and Workers Protection will only accept an Invoice Request Response form sent to you which has a zero balance. Any Invoice Request Response form returned to you with a list of outstanding fines must be paid in full and you must <u>then</u> still get an Invoice Request Response form which shows you have a zero balance before we will accept and process your renewal application. You can also contact their customer service office by telephone at 1-844-OATH-NYC <i>It may take up to four (4) weeks if you need to get this resolved</i> 	✓
<p>NOTE: if your last license expired before January 1, 2004, you must apply -- IN PERSON -- for a new MFV license & take Food Protection Course. The course fee is \$53.00, payable by separate check or money order.</p>	



**NEW YORK CITY DEPARTMENT OF
ENVIRONMENTAL PROTECTION**

Attention Vendors
IMPORTANT NOTICE

KNOW THE LAW

**THE NOISE CODE FOR THE CITY OF NEW YORK,
(ADMINISTRATIVE CODE TITLE 24) PROHIBITS THE
PLAYING OF ANY SOUND SIGNAL DEVICE WHEN THE
VEHICLE IS**

“STOPPED, STANDING OR PARKED “

**THIS APPLIES TO ALL VEHICLES THAT DISPENSE
FOOD, ICE CREAM OR OTHER ITEMS.**

Failure to adhere to this regulation, Section 237, may result in the issuance of a violation with penalties of up to \$1000. The licensee may be held responsible for all penalties incurred.

Additionally, DEP suggests that vehicle operators decrease the volume of the sound signal device so that it is audible to only those within a 100 foot radius.

Please be advised that both the NYC DEP and the NYPD are increasing their enforcement of this regulation.



New York City Licensing Center

42 Broadway, Lobby (near Wall St.) 90-27 Sutphin Blvd, 4th floor
New York, New York 10004 Jamaica (Queens), NY 11435
Phone: 311 for all Licensing Information

WWW.NYC.GOV/HEALTH

Affidavit of Home Address

This form is to be completed only by the person with whom you (the applicant) live. It should also be signed by you where indicated. You must bring this form *with* a recent utility bill or lease in the name of that individual.

(Please type or print legibly)

TO: New York City Licensing Center

(Enter name of the person with whom the applicant lives - must be the same as on the utility bill or lease)

residing at _____
(Street Address, Borough, State and Zip code)

states that: _____
(Enter name of the person applying for permit/license)

is my _____ and lives with me at the above address.

(Relationship to applicant, e.g., wife, husband, sister, brother, mother, father, son, daughter, aunt, uncle, cousin, friend)

SIGNATURE
(Note: This name must match the name on the accompanying utility bill or lease.)

PRINT NAME
(Note: This name must match the name on the accompanying utility bill or lease)

I _____ attest to the truth of the above information.
Print name of license/permit applicant

SIGNATURE OF APPLICANT

* Please note that submitting false or misleading information is a violation of Section 3.19 of the New York City Health Code and may be prosecuted civilly or criminally as a misdemeanor. It may also result in the revocation of any license or permit issued.

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APPLICATION FOR VENDOR TAX CLEARANCE CERTIFICATE

IMPORTANT: YOU MUST SUBMIT ALL OF THE DOCUMENTATION LISTED BELOW AND COMPLETE THIS APPLICATION IN ORDER FOR US TO ISSUE A TAX CLEARANCE CERTIFICATE. INCOMPLETE APPLICATIONS WILL BE RETURNED.

TO SUBMIT THIS FORM IN PERSON, VISIT 66 JOHN STREET, 2ND FLOOR, NEW YORK, NY 10038

Name of Vendor:

Agency that issued your Vendor License: Department of Health Department of Consumer Affairs

Business Type: Corporation Partnership Self-Employer/Sole Proprietorship
 Other: (Explain) _____

For individuals and Sole Proprietors, enter your Social Security Number (SSN):
[][][] - [][][] - [][][][][][][]

For Sole Proprietors with employees, Partnerships and Corporations, enter your Employer Identification Number (EIN):
[][] - [][][][][][][][]

Note: Sole Proprietors with an EIN must also provide their SSN

Vendor License Number: _____ New York State Certificate of Authority Number (Sales Tax ID #): _____

Type of Sales:

Mailing Address:

City and State: _____ Zip Code: _____

Daytime Telephone Number: _____ **NOTE:** Providing us with a daytime phone number may speed our processing of your application in the case where your application is incomplete.

Do you have vehicles with commercial plates that you use in connection with your vending business?..... YES NO
If "YES", list all such plate numbers: _____

REQUIRED DOCUMENTATION

- In order to have your application processed, you must attach the following documentation:
- A copy of your:
 - Vendor License or permit (front and back)
 - For individuals/sole proprietors: Social Security Card
 - New York State Certificate of Authority
 - A copy of your most recently filed Federal Income Tax Return
 - For individuals/sole proprietors: Form 1040, 1040A or 1040EZ, including Schedule C
 - For partnerships: Form 1065
 - For corporations: Form 1120

NOTE: If it is now between January 1st and April 15th, you must submit the tax return that you filed last year.

CERTIFICATION

I hereby certify that the statements made herein are to the best of my knowledge true, correct and complete. In addition, I affirm that the attached returns have been properly filed.

Signature of Taxpayer _____ Print Name _____ Date _____

MAILING INSTRUCTIONS

You may mail your completed application with all the required documentation to:
NYC Department of Finance, Collections Division, Vendor Tax Clearance Section
59 Maiden Lane, 28th Floor, New York, NY 10038 - Attn: Bernadette Thomas

IMPORTANT INFORMATION

READ THIS BEFORE OBTAINING YOUR NEW YORK CITY TAX CLEARANCE

In order to make the City tax clearance process simpler for you, there have been changes made in how the New York City Department of Finance issues Vendor Tax Clearance Certificates. One of these changes is that the \$10 City tax clearance fee will now be added to your Department of Health license or permit renewal fee.

You no longer have to pay the \$10 fee to the Department of Finance.

The other change is that the City departments of Health and Finance have worked together to automate the tax clearance process. These departments have exchanged information in an effort to determine your tax clearance status prior to this renewal mailing being sent out. **From now on, most food vendor licensees and permittees - those whom the Department of Finance can determine have filed and paid all applicable City taxes - will not have to apply for a Vendor Tax Clearance Certificate.**

Please read your renewal notice carefully before completing the form on the other side of this sheet. You may already have been cleared by the New York City Department of Finance.

If on your license or permit renewal application it states: **“You have already been cleared by the New York City Department of Finance”**, you DO NOT need to complete this form or provide the New York City Department of Finance with any documentation. You DO NOT need to visit, call, or mail anything in to the New York City Department of Finance’s offices. The Department of Health has already been notified by the Department of Finance that you are cleared. You should proceed with the other requirements you need to obtain your renewal.

If on your license or permit renewal application it states: **“You have not been cleared by the New York City Department of Finance”**, you must either complete this form and take it along with all required documents or, you may mail this form along with all required documents to the address on the other side of this sheet. *Whether you walk or mail in your New York City Department of Finance Application for Vendor Tax Clearance Certificate form, be sure you have assembled all required documents first.* For information on what taxes you have not filed or may owe, call 311.



OFFICE OF ADMINISTRATIVE TRIALS AND HEARINGS
Hearings Division

66 John Street
10th Floor
New York, NY 10038
1-844-OATH-NYC

Food Vendor Invoice Search Request – Email Request Form

Date: _____

Requestor Information:

Name: _____

Mailing address: _____

E-Mail address: _____

Telephone Number: _____

How would you like to receive the Invoice? [] Mail or [] Email

An Invoice with a zero balance will be issued to you if it is determined that you DO NOT have any outstanding fines to be paid. If you are found to have outstanding fines, they will be listed on the Invoice.

To process your request for an Invoice Search, you must provide the following information and email your request to vendorinquiry@oath.nyc.gov

Previous addresses during the past 10 years:

Table with 2 columns: Address, Dates living at address (Month & Year). Includes rows for From and To dates.

Social Security number: _____ Date of Birth: _____ Place of Birth: _____

Is this the first time you are applying for a Mobile Food Vendor’s License? [] Yes [] No

If YES, please provide a valid picture ID and a copy of the front and back of your Social Security card.

IF NO, and you are seeking to renew your:

A. [] Food Vendor’s License with the Department of Consumer Affairs, please provide a copy of the front and back of your current Food Vendor License and the following information:

Current License number: _____ Current Permit number: _____

B. [] Cart Permit with Department of Consumer Affairs, please provide a valid picture ID, a copy of the front and back of your Social Security card, a copy of your current permit and your Current Decal number: _____

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New York City Licensing Center

42 Broadway, Lobby (near Wall St.)
New York, NY 10004

90-27 Sutphin Blvd., 4th floor
Jamaica (Queens) NY 11435

Phone: 311 for all licensing information

WWW.NYC.GOV/HEALTH

Uniform Granting Authority to Act Affirmation

_____ affirms the truth of the following:
(License/Permit Applicant Name)

1. I am the _____ of _____
(State relationship to business) (Name of business as it appears on the Certificate of Partnership and/or Business)

which is located at _____ and
(Street Address, Borough, State, and Zip Code)

whose telephone number and email address are _____ and _____
(Area code & Number) (Email address)

2. I hereby authorize _____ of _____
(Full name of designated representative) (Full name of representative's business)

who maintains an office/resides at _____
(Street Address, Borough, State, and Zip Code)

and whose telephone number and email address are _____ and _____
(Area code & Number)

_____ to represent me before the license, permit, or certificate issuing
(Email address)

Agency in regard to the preparation and submission of my application for a license/permit

_____.
(License/Permit/Certificate Category)

3. I understand that I will be legally bound by the representations made in said applications and will be held responsible by the license, permit, or certificate issuing Agency for any inaccuracies or misrepresentations.

4. I understand that I may revoke/withdraw the Authority to Act being submitted in connection with this application for a license, permit, or certificate in person by appearing at the Citywide Licensing Center prior to the date of the submission of the permit (license) application and informing the Director of the Citywide Licensing Center of this decision (The office of the Citywide Licensing Center is located at 42 Broadway, New York, NY 10004). I also understand that in the alternative I may notify the Citywide Licensing Center in writing of the revocation/withdrawal of this authority to act on my behalf.

SIGNATURE

PRINT NAME

Date: _____

Rev: 9/1/2016

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New Regulations for Mobile Food Vendors What You Need to Know

Permit Holder's Inspections and Violations

Permit Holders Must Appear in Person for Permit Inspections

Permit holders must now appear in person when the cart or truck is inspected before a permit can be issued. Permit holders cannot send a representative.

Violations

Permit holders are responsible for their vending unit, no matter who is vending. Tickets for mobile food vending violations may be issued either to the permit holder or the vendor, or both.

Beginning summer 2013, all tickets for mobile food vending violations will be issued to the permit holder, who will be required to pay any fines. Permits cannot be renewed if fines are unpaid.

Permit Classifications and Equipment Requirements

Permit Classifications

There are five permit classifications for vending units. The classifications are based on how food is prepared and served. Class A and B are processing units where foods are cooked, sliced, or mixed. Class C, D and E are non-processing units.

Equipment Requirements Clarified

The new regulations simplify equipment requirements depending on type of food sold and how it is prepared. For example, a vending unit where meat is cooked must have a sink used only for washing hands while a unit selling only prepackaged food does not.

For more information, visit nyc.gov/health/mobilefood.

Pushcart Size

Maximum Size

Pushcarts cannot be larger than five feet wide and ten feet long (5' X 10'). This includes all cart attachments and overhangs. There is no size restriction for food trucks, but truck size can be limited by motor vehicle and traffic laws.

Permit Renewals for Oversized Carts

If you have an oversized pushcart and your permit expires on or before October 31, 2013, you can renew the permit for this cart once. If your permit expires after October 31, 2013, you cannot renew the permit unless your cart meets the new size requirements.

New Permits

Beginning November 1, 2013, new permits will be issued only for pushcarts 5'x10' or smaller.

Service and Storage Requirements

Pushcarts and trucks must be serviced and stored in overnight facilities, also known as commissaries, that have a Health Department permit. Some vending units that do not prepare food, including Green Carts that sell fresh fruit and vegetables, can be serviced and stored in an alternative facility approved by the Health Department.

Commissaries

Commissaries must provide:

- cleaning and sanitizing services
- potable water
- disposal for liquid and solid waste
- food
- storage for the unit

Alternative Facilities for Non-processing Units

These units can be serviced and stored in alternative facilities approved by the Health Department.

The facility must:

- not store more than four pushcarts or one truck
- provide potable water
- be pest-free
- not prepare or store food

Daily Logs

Commissaries and alternative facilities must keep daily logs of the date and time vending units (identified by permit or decal number) enter and exit and the services provided.

Workers' Compensation and Disability Insurance

The New York State requirement for proof of Workers' Compensation insurance (or a waiver) will be required at the time of application and renewal. This will be strictly enforced for all new applications and renewals as of January 1, 2014. Businesses and other parties applying for a Health Department permit or license must prove compliance with New York State Workers' Compensation and Disability Benefits requirements (WCL §57 & §220 (8)). Workers' Compensation law (WCL) requires that businesses applying for permits or licenses carry Workers' Compensation and Disability Benefits insurance or a waiver (CE-200) for their employees. This requirement applies to both original issuances and renewals. Applicants eligible for exemptions must file a CE-200 for every new or renewed permit or license. Each CE-200 will specifically list the issuing government agency (in this case, the NYC Department of Health & Mental Hygiene) and the type of permit or license requested by the applicant. Most CE-200 forms can be processed electronically. Applicants will be able to fill out the CE-200 on-line and submit it to the Citywide Licensing Center. More info about this is available at <http://www.wcb.ny.gov/content/main/Employers/ProveItToMoveIt.pdf>.

[For this fact sheet in](#) Arabic (عربي), Bengali (বাংলা), Chinese (中文), Spanish (Español) or Urdu (اردو), visit nyc.gov/health/mobilefood, or call **311** and ask for **mobile food vendor rules**. For the actual regulation, visit nyc.gov/health/mobilefood. Changes to Chapter 6 (Food Units) of Title 24, the part of the Rules of the City of New York governing mobile food vending, went into effect on April 11, 2013.

Supply and Equipment Requirements for Mobile Food Vending Units

	Type of Food Sold and Cooking Method	Permit Class	Potable water	Food and ware washing sinks ¹	Hand wash sink	Waste water tank	Overhead structure	Ventilation	Cold holding	Hot holding	Thermometers
Processing	Potentially hazardous raw foods cooked on unit; e.g., fried and grilled sausages, poultry, shish kebab, hamburgers, eggs and gyros	A	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Potentially hazardous prepared foods combined on the unit; e.g., sandwiches raw fruits, vegetables and salads, breads, bagels and rolls buttered or topped with cream cheese on the unit, smoothies and soft-serve ice cream	B	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Non-Processing	Potentially hazardous prepackaged foods; e.g., prepackaged frozen desserts, prepackaged sandwiches, and prepackaged and pre-sliced fruits and vegetables	C	No	No	No	Yes ³	Yes	No	Yes	Yes	Yes
	Non-potentially hazardous unpackaged or packaged foods; e.g., boiled frankfurters and sausages, brewed coffee and tea, donuts, pastries, rolls and bagels buttered or topped with cream cheese at a commissary, popcorn, cotton candy, nuts, candied nuts, soft pretzels, chestnuts	D	Yes ²	No	No	Yes ³	Yes	Yes	Yes ³	Yes ³	Yes ³
	Non-potentially hazardous uncut fruit and vegetables (including Green Carts)	E	No	No	No	No	Yes	No	No	No	No

Notes

1. Food and ware washing sinks may be separate or multi-compartment. A single sink is acceptable for food and ware washing if food is washed in a food-grade colander.
2. Waste water tanks are required when generating liquid waste from brewing coffee or tea, boiling frankfurters, or serving or using ice.
3. Hot and cold holding equipment or methods are required for potentially hazardous foods such as hot dogs, sausages or knishes.

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NEW YORK CITY DEPARTMENT OF HEALTH AND MENTAL HYGIENE
HEALTH AND MENTAL HYGIENE
Oxiris Barbot, MD
Commissioner

Dear Mobile Food Vendor:

Attached please find a copy of an updated list of streets from which mobile food vending is restricted.

This list combines that information found in Title 17, Sections 17-315(k and l) in the New York City Administrative Code (for the Department of Health & Mental Hygiene) and Title 6, Section 2-314 of the Rules of the City of New York (for the Department of Consumer Affairs) into one easy-to-use format.

The list is organized by borough and within each borough in alphabetical order, and includes street locations, days of the week and times when mobile food vending is not to occur. There are presently no specified street restrictions listed in each of the above sections for the borough of Staten Island.

Please be advised that there are three separate cases for which the information provided in these sections overlaps and may be different. The source of this information (the section for the Department of Health & Mental Hygiene or the section for the Department of Consumer Affairs) is indicated on the bottom on the page where the cases are listed.

In these cases, we advise that you exercise caution and refer to the most restrictive days and times indicated to avoid receiving a summons.

Thank you.

Sincerely,

NYC Department of Health & Mental Hygiene

MANHATTAN**RESTRICTED**

<u>STREET</u>	<u>FROM</u>	<u>DAYS</u>	<u>TIMES</u>
Avenue of the Americas ²	West 30 to West 33 Street	Everyday	6 AM to 11 PM
Avenue of the Americas ¹	West 32 to West 59 Street	Mon through Sat	8 AM to 7 PM
Broad Street	Wall Street to South Street	Mon through Fri	8 AM to 6 PM
Broadway	Bowling Green to Wall Street	Mon through Fri	8 AM to 6 PM
	Liberty Street to Vesey Street	Everyday	24 hours
	Vesey Street to Murray Street	Mon through Fri	8 AM to 7 PM
	27th Street to 28 th Street	Everyday	9 AM to 6 PM
Broadway ¹	West 32 to West 52 Street	Everyday	8 AM to 8 PM
Broadway ²	West 32 to West 52 Street	Everyday	8 AM to 11 PM
Cedar Street	William Street to Pearl Street	Mon through Fri	8 AM to 6 PM
Church Street	Liberty Street to Vesey Street	Everyday	24 hours
	Vesey Street to Murray Street	Mon through Fri	8 AM to 6 PM
Columbus Avenue	West 65 th to West 66 th Street (East Side)	Everyday	9 AM to 6 PM
Cortlandt Street	Church Street to Broadway (Entire Street)	Everyday	24 hours
Delancey Street	Orchard St. to Essex St.	Mon through Sun	8 AM to 6PM
Dey Street	Church Street to Broadway (Entire Street)	Everyday	24 hours
Exchange Place	Broadway to Broad Street	Mon through Fri	8 AM to 6 PM
Fulton Street	Water St. to William St.	Everyday	24 hours
	William Street to Broadway	Mon through Fri	8 AM to 7 PM
	Broadway to Church Street	Everyday	24 hours
Gold Street	Fulton Street to Frankfurt Street	Mon through Fri	8 AM to 6 PM
Grand Street	Centre Street to Mott Street	Sat. - Sun.	8 AM to 7 PM
	Bowery to Allen Street	Sat. - Sun.	8 Am to 7 PM
John Street	Broadway to Gold Street	Mon through Fri	8 AM to 7 PM
Lexington Avenue	East 40 to East 57 Street	Mon through Sat	8 AM to 7 PM
	East 58 to East 60 Street	Mon through Sat	8 AM to 9 PM
	East 61 to East 69 Street	Mon through Sat	8 AM to 6 PM
	East 74 to East 79 Street	Everyday	7 AM to 7 PM

¹ This is found in the section of the NYC Administrative Code for the NYC Dept of Health & Mental Hygiene² This is found in the section of the Rules of the City of New York for the NYC Dept of Consumer Affairs

MANHATTAN (continued)

RESTRICTED STREET	FROM	DAYS	TIMES
Liberty Street	West Street to Broadway	Everyday	24 hours
Madison Avenue	East 34 to East 45 Street East 46 to East 59 Street E. 59 th to E. 60 th Street (west side)	Mon through Fri Mon through Sat Mon through Sat	8 AM to 6 PM 10 AM to 7 PM 10 AM to 7 PM
Maiden Lane	Broadway to Nassau Street	Mon through Fri	8 AM to 6 PM
Mott Street	Canal Street to Chatham Square Canal Street to Broome Street	Everyday Everyday	24 hours 10 AM to 7 PM
New Street	Exchange Place to Wall Street	Mon through Fri	8 AM to 6 PM
Park Avenue	East 34 to East 42 Street East 46 to East 55 Street East 55 to East 59 Street	Mon through Fri Mon through Fri Mon through Fri	8 AM to 7 PM 9 AM to 6 PM 10 AM to 7 PM
Pearl Street	Fulton Street to Frankfurt Street	Mon through Fri	8 AM to 6 PM
Prince Street	Broadway to West Broadway	Sat and Sun	9 AM to 7 PM
Rector Street	Washington Street to Broadway	Mon through Fri	8 AM to 6 PM
Spring Street	Broadway to West Broadway	Sat and Sun	9 AM to 7 PM
Vanderbilt Avenue	East 42 to East 45 Street	Mon through Fri	8 AM to 7 PM
Vesey Street	West Street to Broadway	Everyday	24 hours
Wall Street	Broad Street to Broadway	Mon through Fri	8 AM to 6 PM
Water Street	Wall Street to Whitehall Street	Mon through Fri	8 AM to 7 PM
West Street	Liberty Street to Vesey Street	Everyday	24 hours
William Street	Exchange Place to Pine Street John Street to Fulton Street	Mon through Fri Mon through Fri	8 AM to 6 PM 8 AM to 6 PM
3 rd (Third) Avenue	East 40 to East 57 Street East 58 to East 60 Street	Mon through Fri Mon through Sat	8 AM to 6 PM 8 AM to 9 PM
5 th (Fifth) Avenue	32nd Street to 59th Street 47 th Street to 58 th Street	Mon through Sat Sunday from 11/1 to 1/15	8 AM to 7 PM 10 AM to 6 PM
5 th (Fifth) Avenue (East Side only)	East 81 to East 84 Street	Everyday	9 AM to 6 PM

MANHATTAN (continued)

<u>RESTRICTED STREET</u>	<u>FROM</u>	<u>DAYS</u>	<u>TIMES</u>
7 th (Seventh) Avenue	West 27 to West 30 Street	Mon through Fri	10 AM to 2 PM
	West 30 to West 33 Street	Everyday	6 AM to 11 PM
	West 33 to West 34 Street	Mon through Sat	8 AM to 6 PM
	West 34 to West 35 Street	Mon through Sat	8 AM to 7 PM
	West 35 to West 45 Street	Mon through Sat	8 AM to midnight
	West 46 to West 52 Street	Mon through Sat	12 Noon to 11PM
8 th (Eighth) Avenue	West 33 to West 42 Street	Everyday	8 AM to 7 PM
14 th Street	Broadway to Seventh Ave.	Mon through Sat	12 noon to 8 PM
32 nd Street	Sixth Ave. to Seventh Ave.	Everyday	8 AM to 6 PM
33 rd Street	Park Ave. to Fifth Ave.	Mon through Sat	7 AM to 7 PM
	Sixth Ave. to Seventh Ave.	Everyday	8 AM to 6 PM
34th Street	Park Ave. to Fifth Ave.	Everyday	8 AM to 7 PM
	Fifth Ave. to Seventh Ave.	Mon through Sat	8 AM to 7 PM
	Seventh Ave. to Eighth Ave.	Everyday	8 AM to 7 PM
35th Street	Seventh Ave. to Ninth Ave.	Everyday	7 AM to 7 PM
36th Street	Seventh Ave. to Ninth Ave.	Everyday	7 AM to 7 PM
37th Street	Seventh Ave. to Eighth Ave.	Everyday	7 AM to 7 PM
38th Street	Seventh Ave. to Ninth Ave.	Everyday	7 AM to 7 PM
39th Street	Seventh Ave. to Eighth Ave.	Everyday	7 AM to 7 PM
41st Street	Seventh Ave. to Ninth Ave.	Everyday	7 AM to 8 PM
42 nd Street	First Ave. to Third Ave.	Mon through Fri	8 AM to 7 PM
	Third Ave. to Eighth Ave.	Mon through Sat	8 AM to 7 PM
43 rd Street	Second Ave. to Third Ave.	Everyday	6 AM to 7 PM
	Third Ave. to Fifth Ave.	Everyday	7 AM to 7 PM
	Broadway to Eighth Ave.	Wed & Sat	12 Noon to 11 PM
		Sunday	12 Noon to 6 PM
	Other days	7 PM to 11 PM	

MANHATTAN (continued)

RESTRICTED

<u>STREET</u>	<u>FROM</u>	<u>DAYS</u>	<u>TIMES</u>
44 th Street	Third Ave. to Fifth Ave. Broadway to Eighth Ave.	Everyday Wed & Sat Sunday Other days	7 AM to 7 PM 12 Noon to 11PM 12 Noon to 6 PM 7 PM to 11 PM
45th Street	Third Ave. to Fifth Ave. Broadway to Eighth Ave.	Everyday Wed & Sat Sunday Other days	7 AM to 7 PM 12 Noon to 11PM 12 Noon to 6 PM 7 PM to 11 PM
46th Street	Seventh Ave. to Eighth Ave.	Wed & Sat Sunday Other days	12 Noon to 11PM 12 Noon to 6 PM 7 PM to 11 PM
47 th Street ² 47th Street ¹	Fifth Ave. to Ave. of the Americas Fifth Ave. to Eighth Ave.	Mon through Sat Wed & Sat Sunday Other days	10 AM to 6 PM 12 Noon to 11PM 12 Noon to 6 PM 7 PM to 11 PM
48 th Street	Madison to Ave. of the Americas Broadway to Eighth Ave.	Everyday Wed & Sat Sunday Other days	7 AM to 11 PM 12 Noon to 11 PM 12 Noon to 6 PM 7 PM to 11 PM
48 th Street (South Side only)	Ave. of the Americas to 7th Ave.	Everyday	7 AM to 11 PM
49 th Street	Madison to Ave. of the Americas Broadway to Eighth Ave.	Everyday Wed & Sat Sunday Other days	7 AM to 11 PM 12 Noon to 11 PM 12 Noon to 6 PM 7 PM to 11 PM
50 th Street	Madison to Ave. of the Americas Broadway to Eighth Ave.	Everyday Wed & Sat Sunday Other days	7 AM to 11 PM 12 Noon to 11 PM 12 Noon to 6 PM 7 PM to 11 PM
51 st Street	Park Ave to Ave. of the Americas Broadway to Eighth Ave.	Everyday Wed & Sat Sunday Other days	7 AM to 11 PM 12 Noon to 11 PM 12 Noon to 6 PM 7 PM to 11 PM

¹ This is found in the section of the NYC Administrative Code for the NYC Dept of Health & Mental Hygiene

² This is found in the section of the Rules of the City of New York for the NYC Dept of Consumer Affairs

MANHATTAN (continued)

**RESTRICTED
STREET**

FROM

DAYS

TIMES

52 nd Street	Madison to Ave. of the Americas Broadway to Eighth Ave.	Everyday Wed & Sat Sunday Other days	8 AM to 11 PM 12 Noon to 11 PM 12 Noon to 6 PM 7 PM to 11 PM
53 rd Street	Third Ave. to Lexington Ave. Madison Ave. to Fifth Avenue Fifth Ave to Ave. of Americas (North Side only) Broadway to Eighth Ave.	Mon through Sat Mon through Sat Everyday Wed & Sat Sunday Other days	7 AM to 8 PM 7 AM to 8 PM 8 AM to 7 PM 12 Noon to 11 PM 12 Noon to 6 PM 7 PM to 11 PM
53 rd Street (South Side only)	Park Ave. to Madison Avenue	Mon through Sat	7 AM to 8 PM
54 th Street	Third Ave. to Lexington Ave.	Everyday	7 AM to 7 PM
56 th Street	Park Ave to Madison Avenue Lexington Ave. to Sixth Avenue	Everyday Mon through Sat	7 AM to 11 PM 7 AM to 8 PM
57 th Street	Park Ave. to Eighth Avenue	Mon through Sun	8 AM to 7 PM
58 th Street	Madison Ave. to Fifth Avenue Fifth Ave. to Sixth Avenue	Mon through Sat Mon through Sat	8 AM to 7 PM 8 AM to 8 PM
59 th Street	Madison Ave. to Fifth Avenue Lexington Ave. to Park Ave	Mon through Sat Mon through Sat	8 AM to 7 PM 8 AM to 7 PM
60 th Street	Lexington Ave. to Park Ave	Mon through Sat	8 AM to 7 PM
77 th Street	Park Avenue to Third Avenue	Everyday	24 hours
86 th Street	Third Ave. to Lexington Ave.	Everyday	7 AM to 7 PM

BRONX

Westchester Avenue	Simpson Street to Southern Blvd	Mon through Fri	9 AM to 6 PM
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BROOKLYN

Bridge Street	Fulton Street to Myrtle Avenue	Everyday	6 AM to 7 PM
Brighton Beach Avenue	Ocean Parkway to Corbin Place	Everyday from May 1 to Labor Day	7 AM to midnight

BROOKLYN (continued)

<u>RESTRICTED STREET</u>	<u>FROM</u>	<u>DAYS</u>	<u>TIMES</u>
Church Avenue	Coney Island Ave to Nostrand Ave	Mon through Sat	8 AM to 9 PM
Court Street/Cadman Plaza	Remsen Street to Pierrepont Street	Everyday	24 hours
Cropsey Avenue	Bay 50 th Street to Bay 54 th Street	Everyday from May 1 to Labor Day Everyday from Labor Day to May 1	24 hours 7 AM to midnight
DeKalb Avenue	Fulton Street to Flatbush Ave.	Everyday	8 AM to 7 PM
Emmons Avenue	Shore Blvd. to Knapp Street	Everyday from May 1 to Sept 30	11 AM to 11 PM
Flatbush Avenue	Parkside Ave. to Avenue I	Mon through Sat	8 AM to 9 PM
Fulton Street	Adams Street to Flatbush Ave.	Everyday	8 AM to 7 PM
Hoyt Street	Fulton Street to Livingston St.	Everyday	8 AM to 7 PM
Graham Avenue	Broadway to Boerum Street	Everyday	8 AM to 6 PM
Jay Street	Fulton Street to Tillary Street	Everyday	6 AM to 7 PM
Johnston Street	Adams St. to Flatbush Ave. Extension	Everyday	6 AM to 7 PM
Kings Highway	Ocean Ave. to Ocean Parkway	Everyday	9 AM to 9 PM
Lawrence Street	Fulton Street to Myrtle Avenue	Everyday	6 AM to 7 PM
Lenox Road	East 37 th Street to New York Ave (North Side Only)	Mon through Fri	9 AM to 6 PM
Mermaid Avenue	Stillwell Ave. to West 20 Street	Everyday from May 1 to Labor Day Everyday from Labor Day to May 1	24 hours 7 AM to midnight
Montague Street	Court Street to the Promenade	Everyday	24 hours
Oriental Boulevard	West End Ave. to Oxford Street	Everyday from May 1 to Sept 30	11 AM to 11 PM

BROOKLYN (continued)

<u>RESTRICTED STREET</u>	<u>FROM</u>	<u>DAYS</u>	<u>TIMES</u>
Pierrepont Street	Cadman Plaza to Henry Street	Everyday	24 hours
Red Hook Lane	Fulton Street to Livingston St.	Everyday	8 AM to 7 PM
Remsen Street	Court Street to Henry Street	Everyday	24 hours
Sheepshead Bay Road	Emmons Avenue to Avenue Z	Everyday	11 AM to 11 PM
Shore Boulevard	Emmons Ave. to Pembroke St.	Everyday from May 1 to Sept 30	11 AM to 11 PM
Stillwell Avenue	Neptune Avenue to Boardwalk	Everyday from May 1 to Labor Day Everyday from Labor Day to May 1	24 hours 7 AM to midnight
Surf Avenue (both sides of Boardwalk)	West 5 Street to West 20 Street	Everyday from May 1 to Labor Day Everyday from Labor Day to May 1	24 hours 7 AM to midnight
Willoughby Street	Adams St. to Flatbush Ave. Extension	Everyday	6 AM to 7 PM
13 th Avenue	37 th Street to 55 th Street	Mon through Fri & Sun	8 AM to 8PM
18 th Avenue	McDonald Ave. to 60 th Street 55 th Street to 68 th Street	Mon through Fri & Sun Mon through Fri & Sun	8 AM to 8 PM 8 AM to 8 PM
East 37 th Street	Clarkson Avenue to Lenox Road (West Side Only)	Mon through Fri	9 Am to 6 PM

QUEENS

Junction Boulevard	L.I. Expressway to 57 th Avenue Roosevelt Ave. to 34 th Avenue	Everyday Everyday	9 AM to 10 PM 9 AM to 8 PM
Liberty Avenue	103 Ave. to Van Wyck Expressway	Mon through Sat	9 AM to 6:30 PM
Rockaway Blvd.	148 th Ave to 175 th Street	Mon through Fri	8 AM to 6 PM
Steinway Street	25 th Avenue to Broadway	Mon through Sat	10 AM to 6 PM