



Citywide Supervisory License Waiting List for U.S. Veterans and People With Disabilities: Application Form Instructions

Who Can Apply

You can apply to be on this citywide supervisory license waiting list if you:

- Are age 18 or older.
- Have a current, non-expired mobile food vendor license (ID badge) from the New York City Department of Health and Mental Hygiene.
- Are a U.S. veteran **or** have a disability.

If you do not have a current, non-expired mobile food vendor license, you must get one before applying to be on this waiting list. For more information on how to get a mobile food vendor license, call **311** or visit nyc.gov/health/mobilefood.

Definitions

- **U.S. veteran:** Any person who was in active service in the armed forces of the United States and has received any military discharge (released from their service) other than a dishonorable discharge.
- **Person with a disability:** Any person who has or had a physical or mental impairment that substantially limits one or more major life activities and has a record of such an impairment.
 - A **physical impairment** is a physiological disorder or condition or anatomical loss that affects one or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory (including speech organs); cardiovascular; genitourinary, hemic and lymphatic; or skin and endocrine systems. Examples include but are not limited to: orthopedic, visual, speech and hearing impairments; cerebral palsy; muscular dystrophy; and multiple sclerosis.
 - A **mental impairment** includes any mental or psychological disorder such as an intellectual disability, organic brain syndrome, emotional or mental illness, and specific learning disabilities.
- **U.S. veteran with a disability:** A veteran of the U.S. Armed Forces who is certified by the United States Department of Veteran's Affairs as having a disability rated at 10% or more (that was incurred during active service in the armed forces of the U.S.).

How to Apply

Step 1: Complete your application form.

- If you do not have a form, visit nyc.gov/health/mobilefood and look for “Waiting List Application Form for the Citywide Supervisory License for People with Disabilities and U.S. Veterans.” You can also call **311** and ask for “mobile food” to have the application mailed to you.
- Fill out the form in English and read the following instructions for each section.

Personal Information

Fill out this section with your personal information, including your mobile food vendor license number, unless it has already been filled out for you. Do not leave anything in this section blank.

Choose a Category

This section asks which category best describes you: a U.S. veteran with disabilities, a person with a disability or a U.S. veteran (without disabilities). Priority for positions on this waiting list will be in this order. If you choose more than one category, you will be assigned the highest category for which you are eligible.

Required Documentation for Proof of Eligibility

When you are selected from this waiting list to apply for a citywide supervisory license, you will need to provide proof of eligibility for the category you chose on your waiting list application. If you are unable to show proof at that time, your application will be rejected. These are the documents you will need to establish proof:

- **U.S. veteran with a disability:** An original letter issued by the U.S. Department of Veterans Affairs that acknowledges you have a service-related disability.
 - **Person with a disability:**
 - An original letter or certificate which clearly describes your physical or mental impairment and includes a notarized signature from :
 - A licensed physician, ophthalmologist, optometrist, psychologist, **OR**
 - An authorized representative of a social agency that conducts programs for the disabled in cooperation with a state agency and from which the applicant is receiving services such as, but not limited to, the state office of vocational rehabilitation.
- OR**
- A certification not more than one year old establishing the physical or mental impairment of the applicant such as, but not limited to, verification of an income tax exemption or social security benefits on the basis of physical or mental impairment.
- **U.S. veteran:**
 - An original statement of service issued by the U.S. Department of Veterans Affairs
- OR**
- An original DD214 form issued by the U.S. Department of Veterans Affairs
- OR**
- A Type #4 copy of your original DD214 form issued by the U.S. Department of Veterans Affairs

The U.S. Department of Veterans Affairs' regional office is located at 245 W. Houston St., New York, NY 10014. The regional office's phone number is 800-827-1000.

Step 2: Email or Mail your completed application form by April 28, 2026.

- You may only submit **one** application form. If you submit more than one, we will only accept the first one you send.
- To submit your form, you can **either**:
 - Email it to **mfvpermitwaitlist@health.nyc.gov**.
 - Mail it to:
 - New York City Department of Health and Mental Hygiene
 - MFV Permit Waiting Lists
 - 125 Worth Street, C.N. #1000
 - New York, NY 10013*
- After the waiting list is created, you will receive a letter notifying you of your status.