



*City of Revere*  
**Office of the License Commission**  
**City Hall**

**APPLICATION INSTRUCTIONS FOR MOBILE FOOD VENDOR LICENSES**

**ALL APPLICATIONS MUST BE ACCOMPANIED BY A PHOTO ID**

Mobile Food Vendors may apply for either a stationary location, or to be license for operation at special events only. Stationary mobile food vendors may also operate at special events.

**TO OPERATE AT SPECIAL EVENTS ONLY**, apply to the city's online permitting system here:

<https://www.revere.org/permitting> for a Mobile Food permit (the icon looks like a truck). Once your license is approved through that system, you will be issued a permit and able to operate at special events. You do not need a new license for each event.

NOTE: Mobile Food Vendors with licenses in other cities or towns may operate at events, provided that they have a valid license and are inspected by the Health and Fire departments prior to the event.

**FOR ALL OTHER MOBILE FOOD VENDORS**

- ☐ Apply to Site Plan Review here: <https://www.revere.org/permitting> to receive approval for your proposed location. Submit your letter of approval from Site Plan Review with your License Commission application.
- ☐ Apply for a Mobile Food permit here: <https://www.revere.org/permitting>, including all requested documentation.
- ☐ Complete Mobile Food Vendor license application, with all attachments.
- ☐ Detailed diagram or picture showing the location of the truck or trailer along with any accessory features such as trash can, tables, chairs, etc. – can be drawn on 8½” x 11” paper, as long as it is sufficiently detailed. Include photo of truck or trailer.
- ☐ Certified copy of City of Revere Business Certificate, if using a DBA – Business Certificates are obtained from City Clerk's office.
- ☐ If you are a corporation, LLC, etc., provide Articles of Organization (NOTE: if officers/directors have changed since business was organized, provide documentation of change).
- ☐ Written permission from property owner authorizing the use of their property for your mobile food operation at the requested hours.
- ☐ Affidavit of Workers Compensation Insurance – if you don't have Workers Compensation insurance, indicate it on the form and return it.

**TO OPERATE ON REVERE BEACH**

Mobile Food Vendors on Revere Beach are under the authority of the Massachusetts Department of Conservation and Recreation (DCR). DCR determines whether, where, and under what conditions Mobile Food Vendors operate on the public areas on the beachfront. Currently, DCR allows four spaces for Mobile Food Vendors at any given time. Operations on the beach are subject to restricted hours (11 a.m. – 8 p.m.) and specific rules promulgated by DCR. All Mobile Food Vendors operating on Revere Beach must obtain license approval from the City of Revere, and short-term commercial permits from DCR.

**NOTE:** The License Commission meets on the third Wednesday of the month. New, Transfer, or Change of Location applications must be advertised two weeks in advance of the meeting. These applications must be submitted by the Thursday before the date of advertisement in order to be considered at any meeting. All other applications must be submitted at least two weeks in advance of the meeting. Failure to complete the application or to submit all required documentation in a timely manner will delay the processing of your application.

**FEES**

\$125 filing fee  
\$30 legal notice fee made payable to Revere Journal (non-refundable)  
\$50 Health permit fee  
\$50 Fire permit fee  
\$500 License fee – due upon approval of license