



**Mobile Food Services Operations Special Events (MOFSE) "Round Up"
(Ordinance 11-32)**

THIS APPLICATION MUST BE COMPLETED BY THE EVENT COORDINATOR AND DELIVERED TO THE ZONING PERMITS SECTION OF THE DEPARTMENT OF RER LOCATED AT
11805 SW 26 STREET, MIAMI, FLORIDA 33175 (786) 315-2660

OFFICE USE ONLY

CU Process Number: _____	Fees Paid \$ _____
Application Date: _____	

EVENT COORDINATOR'S NAME: _____

ADDRESS: _____ TELEPHONE: _____

Property Owner's Name: _____ Email: _____

Site Address: _____

Folio No. 30- _____ Zoning District: _____

Existing Use of Property: _____

Checklist of Attachments:

- 1. Narrative (Attach a description of event, hours of operation, estimated public attendance, special dates, etc.)
- 2. Hours of operation: _____
- 3. Schedule of events: Weekly Weekends Weekday Holiday Events (maximum of 4 per year)
- 4. Estimated public attendance: _____
- 5. Amenities provided: (stage, booths, tables, chairs, etc.)
- 6. Will tents be erected? **Yes** **No** If yes, tent permit number _____
- 7. Notarized letter from owner included in package:
- 8. Waiver of objection (attached) (Requires 80% approval from owners or residents of residentially zoned properties within 1,000 ft.)
- 9. Miami-Dade Police Department letter (attached) (See also attached information required by the Police Department)
- 10. Site plan indicating, at a minimum, the following site features:
 - A) Placement of food trucks
 - B) Garbage facilities
 - C) Portable toilets (Attach the letter from Florida Department of Health)
 - D) On and off site parking
 - E) Lighting installations
 - F) Street rights-of-way, internal circulation, ingress/egress points and emergency access
 - G) Pedestrian route to off-site parking, if applicable
- 11. Maximum total mobile food trucks: _____

Please attach additional documents as necessary

Property Owner's Name

Signature

Event Coordinator's Name

Signature

Signature of applicant verifies the above information is true and correct. I understand the conditions under which my Certificate of Use (CU) is being approved and accept that no changes or refunds can be made once issued. I am authorized to sign for this use and understand that any misrepresentation of information on this application may result in the revocation of the CU and /or possible enforcement action being initiated against the property owner and/or its authorized representatives.