

Guidelines for Food Truck Vendors In Fairfax County

General Information

- VDOT regulations and Chapter 82-1-30 of County Code prohibit sales from vehicles parked along roads, highways or streets. Food trucks may not sell food while parked along any street in the County. Violators may be ticketed by Fairfax County Police Department.
- Food trucks may park on and vend from private property (office parks, shopping centers, etc.) only with permission of the property owner and approval of the location from the Department of Planning and Zoning. Food trucks may also vend in selected Fairfax County parks provided that the vendor obtains a Mobile Food Vendor Permit from the Fairfax County Park Authority.

Permits and Licenses

Before vending in Fairfax County, food truck businesses must first obtain the necessary permits and licenses. These steps should be followed to ensure that the business has all required permits and licenses before operating in Fairfax County.

<p>Step 1: Zoning Approval</p>	<p>Approval from the Department of Planning and Zoning, Zoning Administration Division is required for the specific location(s) from which a food truck will operate. Applicants should contact the Zoning Administration Division at 703-324-1314 for more information. They are located at 12055 Government Center Parkway, Suite 807, Fairfax, Virginia 22035.</p> <p>Zoning Administration Division requires a letter of authorization from the owner of private property where the truck intends to operate, a site plan showing the location on the property where the truck intends to park, and the proposed hours of operation, which may not exceed 3 hours. Each submission will be reviewed to determine if the food truck can be approved as an Accessory Use on the property. Such approval will be granted to the property owner through the issuance of a Non-Residential Use Permit.</p>
<p>Step 2: Business, Professional, and Occupational License (BPOL)</p>	<p>Food trucks must obtain a Business, Professional, and Occupational License (BPOL) from the Department of Tax Administration. To apply for a BPOL, the truck must have an address in Fairfax County from which they are approved to vend. Applicants may apply for a business license either by mail or in person at 12000 Government Center Parkway, Suite 223, Fairfax, Virginia 22035. Additional information and application forms are available online at http://www.fairfaxcounty.gov/dta/business_newinfo.htm.</p> <p>The Department of Tax Administration requires the following information in order to obtain a business license:</p> <ol style="list-style-type: none"> 1. Owner name; 2. Trade name; 3. Business address inside of Fairfax County; 4. Nature (description) of business; 5. Estimated first year gross receipts; and 6. Business begin date.

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<p>Step 3: Health Department Permit</p>	<p>Food trucks must obtain a Food Establishment Permit from the Fairfax County Health Department. Applications are accepted by mail or in person at 10777 Main Street, Suite 111, Fairfax, Virginia 22030. Contact the Food Safety Section at 703-246-2444. Applications and additional information are available online at http://www.fairfaxcounty.gov/hd/food/.</p> <p>The Food Safety Section requires the following to apply for a Food Establishment Permit for a food truck:</p> <ol style="list-style-type: none"> 1. Current Fairfax County BPOL from Department of Tax Administration; 2. Completed Food Establishment Permit application; 3. Plans and specifications for the food truck; 4. Current list of all individuals who will work on the food truck and proof of a Certified Food Manager Card for each person; 5. Inspection of food truck (mobile food unit) scheduled or completed; and 6. Application fee of \$40.
<p>Step 4: Park Authority Mobile Food Vendor Permit (optional)</p>	<p>Park Authority allows selected food trucks to work in designated Fairfax County parks provided the truck has been issued a Mobile Food Vendor Permit. To apply, contact Park Authority, Park Services Division - Mobile Food Vending located at 12055 Government Center Parkway, Suite 927, Fairfax, Virginia 22035. Additional information and the application can be found online at http://www.fairfaxcounty.gov/parks/mobile-vending.htm. Permits are awarded on a competitive basis. Applicants are not guaranteed that they will be awarded a permit.</p> <p>Park Authority requires the following to apply for a Mobile Food Vendor Permit:</p> <ol style="list-style-type: none"> 1. Current Fairfax County BPOL from Department of Tax Administration; 2. Food Establishment Permit from Fairfax County Health Department; and 3. Application fee of \$150.
<p>Step 5: Solicitors License</p>	<p>Food truck employees must obtain a Solicitors License from Department of Cable and Consumer Services, Regulation and Licensing Branch located at 12000 Government Center Parkway, Suite 127, Fairfax, Virginia 22035.</p> <p>Regulation and Licensing Branch requires the following from food truck employees to apply for a solicitor's license:</p> <ol style="list-style-type: none"> 1. Completed application; 1. Two forms of valid identification; 2. Proof of US citizenship, Limited Permanent Resident or Employment Authorization Card; 3. Current Fairfax County BPOL from Department of Tax Administration; 4. Fairfax County Food Establishment Permit from Health Department; 5. Documentation from Department of Planning and Zoning showing approval of vending location(s) in the county or Fairfax County Park Authority Mobile Food Vendor Permit; 6. Certified Food Manager card; and 7. Application fee of \$35. <p>A solicitor's license is required for each employee who conducts sales. Contact the Regulation and Licensing Branch at (703) 324-5966 for more information or visit their website at http://www.fairfaxcounty.gov/consumer/regulation_and_licensing/ to download an application.</p>