



BUSINESS LICENSING

220 E Morris Ave, Ste 200
South Salt Lake, Utah 84115
(801) 483-6063
www.ssldc.gov

NEW BUSINESS INFORMATION

Copies of the following may be required with your completed application, in addition to nonrefundable fees:

- Lease agreement or Property Owner Affidavit
- Business Name Registration or DBA
- State Sales Tax License
- Federal Tax ID Number/EIN
- Occupational or Professional license
- SL County Health Department approval
- Department of Agriculture approval
- Mt Olympus Improvement District approval
- Motor Vehicle Enforcement Division approval
- Department of Alcohol Beverage Services license
- Federal, state, local background check results

- **Business Name and State Sales Tax License**

OneStop Business Registration

<https://corporations.utah.gov/online-business-registration>

(801) 530-4849

- **Federal Tax Id Number/ Employer Identification Number (EIN)**

<https://www.irs.gov/businesses>

(800) 829-4933

- **Department of Professional Licensing (DOPL)**

<https://dopl.utah.gov/>

(801) 530-6628

- **Salt Lake County Health Department**

<https://slco.org/health/permits/>

(385) 468-4100

- **Utah Department of Agriculture and Food**

<https://ag.utah.gov/>

(801) 982-2200

- **Mt Olympus Improvement District**

<https://mtoid.org/engineering-inspections/>

(801) 262-2904

- **Motor Vehicle Enforcement Division (MVED)**

<https://mved.utah.gov>

(801) 297-2600

- **Utah Department of Alcoholic Beverage Services (DABS)**

<https://abs.utah.gov/>

(801) 977-6800

- **Utah Department of Public Safety – Bureau of Criminal Identification (BCI)**
www.bci.utah.gov
(801) 965-4445
- **Federal Background Check**
<https://www.edo.cjis.gov/#/>
(304) 625-5590
- **South Salt Lake Police Department**
<https://sslc.gov/246/Police>
(801) 412-3600
- **South Salt Lake Chamber of Commerce**
<https://www.sslchamber.com/>
(801) 726-0600
- **Unemployment Insurance Employer Information**
<https://jobs.utah.gov/ui/>
(801) 526-9235
- **Workers Compensation Insurance**
<https://laborcommission.utah.gov/divisions/industrial-accidents/employers/employers-guide-to-workers-compensation/>
(801) 530-6800

AFTER APPLICATION

Submitting a business license application does not authorize the applicant to conduct business. Conducting business without an approved business license constitutes a Class C Misdemeanor. It is the applicant's responsibility to provide a complete application and obtain all applicable city, county, and/or state code approval requirements. Notice of an incomplete application constitutes a denial of application.

On-site inspections are required prior to any business license being granted. It is the applicant's responsibility to schedule inspections with:

South Salt Lake Building Department
businesslicense@sslc.gov
(801) 483-6063 – option 3

AND

South Salt Lake Fire Marshal
firepermits@sslc.gov
(801) 483-6043 – option 3

Upon review by the business license official for completeness of application, and a finding by the business license official that: (1) the application is complete; (2) the application complies with ordinances of the City of South Salt Lake; (3) there are no known violations of the laws and ordinances of the City of South Salt Lake, including all conditions of land use approval, the state of Utah, and the United States; and (4) that the business is not delinquent in the payment of any other sum, fee, or fine owed to the City for any reason, the business license official shall issue a business license to the applicant.



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South Salt Lake, UT 84115
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businesslicense@sslc.gov

**THIS APPLICATION IS NOT
A LICENSE TO
CONDUCT BUSINESS.**

MOBILE FOOD SERVICE BUSINESS LICENSE APPLICATION

For food trucks and food trailers operating within the city limits of South Salt Lake.

SECTION 1: BUSINESS INFORMATION – *Please complete all blanks; write N/A if not applicable.*

Commissary (Commercial Kitchen) Name: _____

Commissary Address: _____

Business Name: _____

“Doing Business As”: _____

(Business Name and DBA must be registered with the Utah Department of Commerce unless it is a personal name.)

Business Contact Name: _____

Business Mailing Address: _____

Business Phone Number: _____ Business Email: _____

Utah State Sales Tax License Number: _____

Federal Tax ID Number/ Employer Identification Number (EIN): _____

SECTION 2: BUSINESS DESCRIPTION – *Continue on separate page if more space is needed.*

Hours of operation: _____ Days of operation: _____

SECTION 3: VERIFICATION OF AUTHORITY

I affirm that: I am an authorized agent of the business for which application is being made, and that the information on this form and on all application materials is both complete and accurate to the best of my knowledge.

Signature _____ Print Name _____ Date _____

SECTION 4: FEES

License Type	Initial License Fee	Annual License Renewal Fee
Mobile Food Service	\$169.00	\$60.00

OFFICE USE ONLY	DATE RECEIVED	LICENSE FEE
LICENSE #	RECEIPT #	LICENSE TYPE
ZONING APPROVAL	DATE	NOTES
FIRE APPROVAL	DATE	NOTES



BUSINESS RESPONSIBLE LIST

PLEASE FILL OUT THE FORM COMPLETELY. THIS WILL ALLOW THE POLICE DEPARTMENT TO CONTACT RESPONSIBLE PARTIES IN CASE OF EMERGENCIES.

BUSINESS NAME		BUSINESS TELEPHONE	
BUSINESS STREET ADDRESS		CITY	STATE ZIP
BUSINESS OWNER NAME		CELL PHONE	HOME PHONE
	NAME	CELL PHONE	HOME PHONE
1 ST			
2 ND			
3 RD			
4 TH			
NAME		TELEPHONE	
PLEASE INCLUDE ENTRY CODES FOR GATES OR DOORS, OR LOCATIONS OF EMERGENCY KEY BOXES, IF APPLICABLE.			

IF YOUR INFORMATION NEEDS TO BE UPDATED, PLEASE SUBMIT A NEW FORM TO:

SOUTH SALT LAKE POLICE DEPARTMENT
ATTN: DISPATCH
220 EAST MORRIS AVENUE, SUITE 200
SOUTH SALT LAKE, UTAH 84115