



**Tooele City Corporation**  
**90 North Main Street, Suite 108**  
**Tooele, Utah 84074**  
**Phone: (435) 843-2110**  
**E-mail: [businesslicense@tooelecitey.org](mailto:businesslicense@tooelecitey.org)**

## **Mobile Food Business Check List**

- \_\_\_\_\_ 1. Register your business name with the State of Utah toll-free at (877) 526-3994 OR online at <https://corporations.utah.gov/contactus.html>
- \_\_\_\_\_ 2. Register your business with the Utah State Tax Commission [www.utah.tax.gov](http://www.utah.tax.gov) or toll-free at (801) 297-2200 OR (877) 662-4335
- \_\_\_\_\_ 3. Pick up Business License Application from the Tooele City Business License Specialist, Suite 108 OR the Tooele City website: <https://tooelecitey.org/city-departments/business-licensing/> OR register your business online at <https://www.municipalonlinepayments.com/tooeleut>
- \_\_\_\_\_ 4. Comply with all Health Department Regulations: Food Manager Certification, Food Handler Permits, Commissary, etc.. 151 N Main Street , Tooele, Utah. (435) 277-2440  
[http://health.utah.gov/epi/community/sanitation/foodSafety/food\\_safety\\_managerCert](http://health.utah.gov/epi/community/sanitation/foodSafety/food_safety_managerCert) OR  
<http://tooelehealth.org/food-booths/>
- \_\_\_\_\_ 5. Comply with Fire Department Regulations: If a fire inspection is required, they will contact you to schedule an inspection.
- \_\_\_\_\_ 6. When the business license has been approved, pay the \$40 Business License Fee in the Tooele City Finance Department. (ALL BUSINESS LICENSES EXPIRE December 31<sup>st</sup> of each year)
- \_\_\_\_\_ 7. If you have a current business license from another City, please provide a copy of the business license, fire, and health department inspections (You are welcome to e-mail those documents as well). After reviewing the documents, a \$10 processing fee can be paid in the Tooele City Finance Department and a Tooele City Business License will be issued.

***When ALL Departments have completed their inspections, given approval,  
and fees are paid the business license will then be issued.***

**NOTE: We encourage copies of current Tax ID & Business Registration Information with the State of Utah**

To read the code in its entirety, please reference Tooele City Code Chapter 5 – 26 MOBILE FOOD BUSINESSES  
<https://tooelecitey.org/city-departments/attorneys-office/city-code/title-5-business-regulation-title-of-tooele-city/title-5-chapter-26-mobile-food-businesses/>