



Village of
Willow Springs

One Village Circle | Willow Springs IL 60480
708-467-3700 – Village Hall
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MOBILE FOOD UNITS

Any establishment which employs the use of mobile food units as defined in Title 4 of the Willow Springs Village Code must comply with the following regulations:

Units Licensed in Another Municipality

Any mobile food unit operating within the limits of the Village of Willow Springs but is licensed within another municipality must register as a contractor in the Village. When registering, they must provide the following information:

- A completed contractor registration form with \$100 registration fee.
- A **COPY** of the business license from the municipality in which they are licensed;
- A **COPY** of the most recent health inspection certificate from the municipality they are licensed in;
- All required insurance policies;

Units NOT Licensed in Another Municipality

Any mobile food unit operating within the limits of the Village of Willow Springs that is not licensed within another municipality must apply for a business license to operate within Willow Springs. When applying for a business license they must provide the following information:

- A completed business license application (must be approved by the Village Board at a regular board meeting);
- All required insurance policies;
- A copy of the Illinois Department of Revenue issued sales tax ID;
- Must submit cart/truck for health inspection by our health inspector;
- Pay the \$250 license fee upon approval by the Village Board.