

New Orleans Fire Department

Mobile/Temporary Vendor Permit Application

Application Packet



New Orleans Fire Department
317 Decatur Street
New Orleans, LA 70130
(504) 658-4770

Mobile/Temporary Vendor Permit Procedure

An operational permit is required to operate a mobile and/or temporary vendor stand.
(IFC 105.6.49)

If you are the owner/operator of a mobile and/or temporary vendor stand you must adhere to the following procedures:

Annual Vendors

An annual vendor is a vendor who operates a mobile and/or temporary stand, at various locations, in Orleans Parish on a year-round basis (*Excluding the special requirements during the Mardi Gras season*). *All Annual Mobile Vendor Permits will expire on January 31st of each year and will be inspected at the location and times listed below for Mardi Gras.*

1. Contact the Department of Finance to apply to be a registered vendor.
2. Contact the Office of State Public Health for an inspection.
3. Contact the New Orleans Fire Department for a Mobile/Temporary Vendor Application.
4. Contact a LA Department of Public Safety LPG approved dealer for an inspection.
5. Complete the NOFD vendor application.
 - Contact Fire Prevention Division to schedule an inspection.
 - There will be a \$50.00 permit fee assessed for the NOFD vendor permit.
 - Any mobile stand which is not approved for operation must be scheduled for a re-inspection and a temporary approval may be granted.
6. Upon completion of an on-site inspection an operational permit will be issued.
7. Bring approved NOFD application to the Department of Finance to complete registration process.

Mardi Gras Vendor

A Mardi Gras Vendor is a vendor who operates a mobile and/or temporary stand at an approved fixed location in Orleans parish during the Mardi Gras Season only. *All Mardi Gras vendor permits will expire on Mardi Gras day each year.*

1. Contact the Department of Finance to apply to be a registered vendor.
2. Complete the enclosed Mobile/Temporary Vendor Application.
 - The New Orleans Fire Department and State Public Health will conduct mobile vendor inspections at MTA East, 13400 Old Gentilly Road on **predetermined dates**. **CONTACT THE FIRE PREVENTION DIVISION IN JANUARY TO GET A LIST OF DATES.**
 - There will be a \$50.00 permit fee assessed for the NOFD vendor permit.
 - Payments must be rendered in the form of a check or money order payable to the City of New Orleans.
3. Bring approved NOFD application, receipt, and original Mobile Vendor Permit to the Department of Finance to complete registration process.
4. The New Orleans Fire Department may conduct a final on-site inspection of the mobile and/or temporary vendor stand, in operation, prior to the start of the parades.

New Orleans Fire Department

Mobile/Temporary Vendor Permit and/or Unenclosed Trailer Requirements

VIN/LICENSE# _____

Inspector

1. All LPG systems must be inspected and certified by a Louisiana Dept. of Public Safety Class 1 or Class 2 dealer. Visit lpg.dps.louisiana.gov for a list of approved dealers.
2. A portable fire extinguisher shall be provided with a minimum rating of 2A10BC. (All portable fire extinguishers shall be visible and readily accessible) IFC906
3. If portable generators are used, a portable fire extinguisher shall be provided with a minimum rating of 3A40BC. IFC906
4. All portable fire extinguishers must be properly tagged by a LA State Fire Marshal Licensed Extinguisher Company. IFC906
5. A hood suppression system shall be installed when cooking operations produce any grease laden vapors (pan frying, deep frying, griddle, etc.) IFC308.7
6. All hood suppression systems shall be properly tagged by a LA State Fire Marshal Licensed Extinguisher Company. IFC906.2.1
7. A Class K (use with LPG cooking appliances) or a 3A40BC (use with electrical cooking appliances) portable fire extinguisher shall be provided when cooking operations produce any grease laden vapors. IFC906.2.1
8. Cooking appliances under hood suppression system shall not extend the outer lip of the hood. NFPA 96
9. A minimum distance of 16 horizontal inches or 8-inch-high baffle (on highest level) shall be maintained between fryer surface and flame appliance. NFPA96
10. All LPC tanks shall be properly secured and located on the exterior of the mobile unit or in approved location inside vending structures. NFPA54,NFPA58,IFC38
11. All LPG tanks shall be properly labeled "LPG" or "Liquefied Petroleum Gas." NFPA54, NFPA58,IFC38
12. All LPG tank and appliance fuel lines/hoses shall be properly labeled "LPG" or Liquefied Petroleum Gas". NFPA54,NFPA58,IFC38
13. All LPG tanks shall be equipped with pressure relief devices. NFPA54,NFPA58,IFC38
14. All LPG tanks shall be equipped with an approved gas regulator device. NFPA54,NFPA58,IFC38

15. All cooking operation fuel supply lines shall have an approved gas shut off valve installed on the interior and exterior of the mobile unit or structure. (Interior-before appliances/exterior-near tank). NFPA54,NFPA58,IFC38,IFC102
16. "NO SMOKING" signs shall be conspicuously posted next to LPG tank locations. IFC38
17. A 15 feet clearance shall be maintained on each side of any fire hydrant. IBC912.6.3
18. All cooking appliances shall have an on/off control and/or an adjustable heating control device. NFPA96
19. All cooking appliances are at least 3 feet from any combustibles.
20. All non-cooking heating equipment shall be of an approved type (UL or FM) and placed at least 3 feet from any combustible materials. IFC605.10.4
21. All fabrics, membranes, tarps, canopies, and tents shall be flame resistant (Flame Certificate must be submitted). IFC24.04

Unenclosed Trailer additional requirements:

22. One portable fire extinguisher shall be provided with a minimum rating of 3A40BC for use with solid fueled cooking appliances in unenclosed trailers. (All portable fire extinguishers shall be visible and readily accessible) IFC906
23. All cooking operations will be located a minimum of ten (10) feet from any combustible material: structures, trees, overhangs, etc.

LP GAS OUTDOOR COOKING EQUIPMENT GUIDE

LPG/Propane cylinders shall be located outside of any enclosure and be leak free. These DOT cylinders shall be within date, either 12 years from the original date stamped on the cylinder or 5 years from the re-qualification date that ends with the letter E stamped behind the year.

Regulators connected to the LPG cylinders must be of the correct type for the gas appliance being operated. The usually red or adjustable regulator is used only on boil burners (seafood, water boiling etc.) This type of regulator is adjustable in pounds of pressure by a hand knob. These regulators will not work on low pressure appliances such as deep fryers and ovens that are designed for low pressure (10 inches water column or 6 ½ ounces of pressure). The low pressure regulator in generally a disk or saucer shaped regulator with no hand adjustment for pressure, this type should be used for all low pressure cooking appliances that require 10 inches water column pressure.

Hoses shall be designed and marked on the hose that they are for LP Gas (Propane) use. The hose shall have factory installed hose ends on both sides. Hose shall be free of cuts, burns, or deterioration. Hoses shall be properly connected to the regulator and the appliance being served and free of any gas leaks.

LPG/Propane gas appliances shall be for use on LP gas and so marked. The appliances shall be in good working condition with all on/off knobs and factory controls in place and operational. Please note that any gas appliance that requires venting shall not vent directly into any enclosure because of the danger of carbon monoxide poisoning. If flexible appliance connectors are used they shall be of approved type for LP gas (propane) and connections shall be free of any gas leaks.

Louisiana L.P. Gas Commission