

Ice Cream Truck Drivers and Vehicle
Permits

Are you considering becoming a Route Food Merchant in the City of Pomona?

The city welcomes you and your business to the city.

Some important steps to take in order to process your business license:

If the business is located in the City of Pomona the business must do the following:

- Complete the Zoning Clearance Form and contact the Planning Department to confirm that the location is zoned for this type of establishment.
- Contact the [Los Angeles County Clerk](#) to register your business name
- Complete the Los Angeles County Fire Department Questionnaire and get approval, if applicable.
- Complete and sign the Statement of Understanding Form
- The business license application can be completed and a business license issued for the establishment. The license is renewed annually.

Each operator must complete the following permit process for each vehicle:

- Each operator must submit a Pomona Vendor Application to the Business License Division (available on the City of Pomona website) with payment for application processing.

Required backup documentation:

- 2 – 2x2 color passport photos
- 1 – copy of the front and back of current CA Driver's License
- 1 original printout of a current DMV printout
- List of items sold
- Public health operating permit
- Copy of the current vehicle registration
- Proof of current auto insurance

Once all items above are submitted and the permit fee processed, the truck can be taken to the Police Department for the following:

- Completed and approved vehicle inspection

Once the department has approved the application and received the Police Department inspection report, the operator and vehicle permit can be issued. This permit application process will have to be completed every year for permit renewal.