

Refreshment Vehicle Checklist – Annual

Mobile

Required Documents	Description of Required Document	Submitted
Application Fee	An application fee as prescribed in the Municipality of Clarington's Fee By-law, By-law 2026-057 Schedule "B".	
Proof of insurance	A Certificate of Insurance (COI) identifying the Municipality of Clarington as third-party liability insured for a minimum of \$2,000,000 (two million dollars). The following address shall be noted on the COI: Municipality of Clarington 40 Temperance Street Bowmanville, ON L1C 3A6	
Health Department	Proof of inspection and approval from the Region of Durham Health Department - 30 Days of Application	
TSSA and Suppression Inspection	1. The Technical Standards and Safety Authority Initial Vehicle Inspection Report; TSSA – within 30 days of application.	A)
	2. Where there are cooking appliances that produce grease laden vapour, verification that the vehicle is protected by an approved fixed fire protection system; Suppression inspection within 30 days of application.	B)
	3. Annual inspection to be completed by Clarington Emergency and Fire Services (EFS), Department for a fixed fire suppression system, if any; EFS Inspection fee as prescribed in the Municipality of Clarington's Fee By-law, By-law 2026-057 Schedule "B".	C)
Corporate Information	From the provincial government stating you are a business and currently registered with them.	
Picture of Truck/Trailer	Upload a current photo of your Refreshment Vehicle.	
Number of Vehicles	Please indicate how many vehicles you are going to be licensing.	