

**VENDING MACHINE LICENSE APPLICATION**

Mail completed application and submit payment to:  
 Department of Inspections & Appeals  
 Food and Consumer Safety Bureau  
 321 E 12th ST FL 3  
 Des Moines, IA 50319-0083

Date of Application: \_\_\_\_\_

Anticipated Opening Date \_\_\_\_\_

Has ownership changed since last license was issued?  Yes  No

If yes, give previous owner \_\_\_\_\_, Business name \_\_\_\_\_, and license number: \_\_\_\_\_ (If known)

**LATE PENALTIES APPLY IF LICENSE HAS EXPIRED**

**Establishment Information** (if any information has changed, update information on renewal application  
 Note: a new application is required for change in the business address or ownership

Name of Business: \_\_\_\_\_ Ownership Type: \_\_\_\_\_

Owner's Name: \_\_\_\_\_ Business Phone Number: \_\_\_\_\_

Alternative or Cell Phone \_\_\_\_\_ Business E-mail Address: \_\_\_\_\_

Physical Business Address: \_\_\_\_\_ Suite# \_\_\_\_\_ County: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Person-In Charge (onsite) \_\_\_\_\_ Title of Person-In-Charge \_\_\_\_\_

Person-In-Charge Phone \_\_\_\_\_ Person-In-Charge Email \_\_\_\_\_

Mailing address for all correspondence, if different than above:

Attn: \_\_\_\_\_ Telephone Number: ( ) \_\_\_\_\_

Street or Route: \_\_\_\_\_ Suite# \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

**Commissary or Warehouse Information** (location where food prepared, packaged, or stored)

Establishment Name:			License Number:		
Address:			Owner:		
City:	State:	Zip:	Phone: ( )	Cell phone: ( )	Email:

License Fee Table (please complete)

**License Fee:**  
**\$20.00 for the first vending machine and \$5 for each additional machine**

# of Machines		License Fee
1	x\$20.00 =	\$20.00
_____	x\$5.00 =	_____
	Total Fee =	_____

**DO NOT COMPLETE INFORMATION BELOW – FOR OFFICE USE ONLY**

Check #	Date Received	Amount Received
Check Name	Penalty amount	Amount Due

\*Complete reverse side of application



**Vending Machine Operator's License**

Iowa law exempts vending machines that dispense only prepackaged non-hazardous foods from obtaining a license. Vending machines that require a license are those dispensing the following items:

- "Non-prepackaged foods" which include post and pre-mix machines dispensing such items as coffee, soft drinks, soups, and similar items in cups; and
- "Potentially hazardous foods" which are food products that must be stored at 41°F or below, or 135°F or above

The operator shall maintain within the jurisdiction of the regulatory authority, a list of all vending machines and machine locations operated by the licensee, and shall make the list available to the regulatory authority upon request.

List the Number of Licensed Vending Machines by Location in each city, in the State of Iowa

Name of Location	Address of Location	City	Number of Machines

Applicants Name (Print): \_\_\_\_\_ Applicants Signature: \_\_\_\_\_