



Sidewalk Vendor Checklist

Information and Items Needed to Apply

Permit Fee: \$394.24 (annual renewal required)

Applicant Information	
<input type="checkbox"/>	United States Government ID (copy) or Municipal ID (copy)
<input type="checkbox"/>	Valid California Department of Tax and Fee Administration Seller's Permit
<input type="checkbox"/>	Photo of Cart or Stand
<input type="checkbox"/>	Photograph of any mobile support units (if applicable)
<input type="checkbox"/>	Valid Business License or Copy of Business License Application with Receipt
<input type="checkbox"/>	Copy of a valid mobile food facility permit issued by the county of Riverside
<input type="checkbox"/>	<i>If preparing or selling food, a copy of the County Health Department permit issued to the vendor, except when the sidewalk vendor consists solely of 25 square feet or less of display area from which only prepackaged non-potentially hazardous food and whole uncut produce will be sold. If potentially hazardous food or processed produce will be sold or the food or the display area is greater than 25 square feet, the vendor must provide a copy of the County Health Department permit issued to the vendor.</i>



Sidewalk Vendor

If the applicant is a corporation, the name of the corporation shall be set forth exactly as shown in its Articles of Incorporation. The names and residence addresses of each of the officers, directors and each stockholder owning more than ten percent of the capital stock of the corporation. If the applicant is a partnership or association, the application shall set forth the name or residence addresses of each of the partners and/or associates including limited partners. If one or more of the partners is a corporation, the provisions of this section pertaining to a corporate application apply.

Applicant Information:	
Name:	Street Address:
	City, State and Zip:
Mailing Address: (if different)	Street Address:
	City, State and Zip:
	Email Address:
	Telephone Number of Business:
Has the applicant, employee or agent has been convicted of any felony or of any misdemeanor involving injury to person(s) or property, theft, fraud, or misrepresentation within five years? <i>If yes please explain.</i>	
	Yes <input type="checkbox"/> No <input type="checkbox"/>

Days and Hours of Operation:	
Type of Cart: Stationary <input type="checkbox"/> Roaming <input type="checkbox"/>	
<i>Stationary sidewalk vendor" means a sidewalk vendor who vends from a fixed location</i>	
<i>Roaming sidewalk vendor" means a sidewalk vendor who moves from place to place and stops only to complete a transaction.</i>	
Is this a Food Related Business: Yes <input type="checkbox"/> No <input type="checkbox"/>	

Check if Only Selling Pre-Packaged Food:

Description of Food or Merchandise for Sale:

CITY OF

CODE COMPLIANCE DIVISION



DESERT HOT SPRINGS

11999 Palm Drive • Desert Hot Springs • CA • 92240
(760) 329-6411 • www.cityofdhs.org

Location and/or Street Names for Vending (please attach map):

Business Information:

Business Name:	Business Address:
Business Mailing City, State and Zip:	
Days and Hours of Operation:	
Telephone Number of Business:	
Email Address:	
Description of Food for Sale:	

Employed by or Owner of Business:

Independent Contractor for Business (1099):

Personal Details

California Driver's License or Tax ID#	Height
Weight	Eyes
Hair	Gender

Have You Ever had a Sidewalk Vendor Permit Under your Present or Any Other Name?

Yes: (Please explain below)

No:

If Yes, Please Explain:



Please present (2) previous business and residence addresses immediately prior to the present or proposed business address of the applicant.

Business Addresses	
Previous Business Address (1/2):	City, State, Zip (1/2)
Previous Business Address (2/2)	City, State, Zip (2/2)
Residence Addresses	
Previous Residence Address (1/2)	City, State, Zip (1/2)
Previous Residence Address (2/2)	City, State, Zip (2/2)

Have you Ever Had a Sidewalk Vendor Permit Revoked or Suspended?

Yes*

No

* If Yes, Please Explain



Acknowledgements

“Roaming sidewalk vendor” means a sidewalk vendor who moves from place to place and stops only to complete a transaction.

“Sidewalk vending” and “sidewalk vend(s)” means any action that qualifies a person as a sidewalk vendor.

“Sidewalk vendor” means a person who sells food or merchandise from a pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other nonmotorized conveyance, or from one’s person, upon a public sidewalk or other pedestrian path. “Sidewalk vendor” includes “roaming sidewalk vendor,” and “stationary sidewalk vendor.”

“Stationary sidewalk vendor” means a sidewalk vendor who vends from a fixed location.

A sidewalk vendor permit is non-transferrable. Any change in ownership or operation of a sidewalk vendor requires a new permit under this chapter. All sidewalk vendor permits issued under this chapter shall expire 12 months from the date of issuance.

The vendor will comply with all local, state, and federal laws regarding food product vending, including all applicable sales tax revenues and chapter 5.52 of the Desert Hot Springs Municipal Code.

Signature _____

Title _____

Date _____