



☐ First-Time Permit  
☐ Permit Renewal

**CITY OF COMMERCE**  
2535 Commerce Way, Commerce, CA 90040  
(323) 722-4805  
Attn: Finance Director

## SIDEWALK VENDOR PERMIT APPLICATION

Pursuant to Chapter 5.16 of the Commerce Municipal Code, all persons wishing to sell or vend food or merchandise from a non-motorized conveyance on a public sidewalk, path, or right-of-way, shall be required to obtain a Sidewalk Vendor Permit and a business license from the City of Commerce.

### APPLICANT (BUSINESS OWNER) INFORMATION

Primary Contact Name:	
Driver's License/Identification No.:	
Business Name:	
Address, City, State and Zip:	
Primary Contact Number:	
Primary Contact E-mail:	

### VENDOR EMPLOYEE INFORMATION (If necessary, attached additional sheets)

Employee Name:	
Driver's License/Identification No.:	
Address, City, State, and Zip:	
Primary Contact Number:	
Primary Contact E-mail:	
Employee Name:	
Driver's License/Identification No.:	
Address, City, State, and Zip:	
Primary Contact Number:	
Primary Contact E-mail:	

A copy of a photo ID for the business owner and his/her employees has been attached.

- ☐ Yes.  
☐ No.

A copy of a valid California Department of Tax and Fee Administration seller's permit to the extent required by law has been attached.

- ☐ Yes.  
☐ No.

**VENDING TYPE (Please indicate your vending type)**

- ☐ Stationary Sidewalk Vendor: A sidewalk vendor who vends from a fixed location. (CMC § 5.16.010 (9)).
- ☐ Roaming Sidewalk Vendor: A sidewalk vendor who moves from place to place and stops only to complete a transaction. (CMC §5.16.010 (6)).

Has any city or licensing authority has ever refused to issue or to renew or has revoked a license for the conduct of the business for which the sidewalk vendor permit and business license are sought?

- ☐ Yes.
- ☐ No.

If so, an accurate statement of the reasons therefor shall be attached.

**VENDING OPERATIONS**

Number of Carts:	
Days of Operation:	
Hours of Operation:	

**VENDING LOCATIONS (Stationary Sidewalk Vendors Only)**

Location/Address of Sidewalk Vending Activities	
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A map or site plan showing the exact sidewalk vending location(s) has been attached.

- ☐ Yes.
- ☐ No.

**VENDING ROUTE (Roaming Sidewalk Vendors Only)**

Location/Address of Sidewalk Vending Activities:	
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A path of travel/route map for sidewalk vending activities has been attached.

- ☐ Yes.
- ☐ No.

**CART/CONVEYANCE DESIGN**

Cart dimensions:	_____ X _____ X _____
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A photo of each sidewalk vending car/ conveyance has been attached.

- ☐ Yes.  
☐ No.

#### TRASH RECEPTACLES

Number of Trash Receptacles:	
Trash Receptacle Dimensions:	_____ X _____ X _____
Color of Trash Receptacles:	

#### DISPLAY SIGNS

Number of Signs per Cart:	
Sign Dimensions:	_____ X _____
Sign Placement Locations:	
Wording on Sign(s):	
Color Scheme of Sign(s)	
Sign Materials:	

A photo of each display sign has been attached.

- ☐ Yes.  
☐ No.

#### VENDING ITEMS/GOODS

Items/goods to be sold: (Please provide a detailed description of items or goods to be sold on the non-motorized conveyance, attach additional sheets if necessary.)

- ☐ **Food**

Description of Food: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will food be prepared on-site?

- ☐ Yes.  
☐ No.

Will food require a heating element within/on sidewalk vending cart?

- ☐ Yes.  
☐ No.

If yes, describe heating element: \_\_\_\_\_  
\_\_\_\_\_

A copy of a Los Angeles County Health Department Permit is required and has been attached.

- ☐ Yes.  
☐ No.

A statement by a reputable physician in the county, dated no more than ten days prior to the submission of the application, certifying the applicant to be free of contagious infections and communicable diseases is required and has been attached.

- ☐ Yes.  
☐ No.

☐ **Merchandise**

Description of Merchandise: \_\_\_\_\_  
\_\_\_\_\_

☐ **Both food and merchandise (Must complete sections on "Food" and "Merchandise" above)**

Description of Food and Merchandise: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SIDEWALK VENDING PERMIT AGREEMENT**

Sidewalk Vending Permit Agreement has been read and signed by the Applicant (Business Owner).

- ☐ Yes.  
☐ No.

**ACKNOWLEDGEMENT**

I ACKNOWLEDGE AND UNDERSTAND THE GUIDELINES AND DECLARATION CONTAINED HEREIN, AND WILL COMPLETELY ABIDE BY THEM.

Applicant (Business Owner) Signature:	
Date:	
<b>AGREEMENT – SIDEWALK VENDOR PERMIT APPLICATION</b>	

The sidewalk vendor and/or his or her designated employees shall comply with all sidewalk vending regulations, pursuant to City of Commerce Municipal Code Chapter 5.16.

_____ (Initial)	1. Sidewalk Vendor Permit. No person may engage in sidewalk vending without securing and maintaining a valid sidewalk vendor permit.
_____ (Initial)	2. Business License Required. No person may engage in sidewalk vending without securing and maintaining a valid city business license.
_____ (Initial)	3. Health Department Permit. No sidewalk vendor permit shall be issued for vending food or beverages without first obtaining and maintaining a valid health permit issued by the Los Angeles County Department of Public Health that remains in full force and effect for sidewalk vending in the City of Commerce.
_____ (Initial)	4. Display of Permit and License. A city-issued sidewalk vendor permit, business license, and any permit required by state and county laws (i.e., county health department sticker issued in accordance with Health and Safety Code, Division 104, Part 7) shall be prominently displayed in plain view at all times.
_____ (Initial)	5. Sale of Goods. All food displayed, sold, or offered for sale by sidewalk vendors must be in a manner approved for sale in accordance with Health and Safety Code Division 104, Part 7. No sidewalk vendor shall vend goods other than those approved through the sidewalk vendor permit. No person shall offer for sale any food product which is not packaged at a pre-approved facility, as designated by the Los Angeles County Health Department. No person shall engage in the act of sidewalk vending while using a portable generator.
_____ (Initial)	6. Transfer of Permit. No sidewalk vendor permit shall be transferable to any other person, sidewalk vendor, or sidewalk vending entity.
_____ (Initial)	7. Permit Renewal. A sidewalk vendor permit shall be valid for a one year term, unless revoked or suspended prior to expiration. An application for renewal of a sidewalk vendor permit shall be filed with the Department of Finance no later than sixty (60) days before the expiration of the existing permit.
_____ (Initial)	8. Inspection. Representatives of the sheriff's department, health department, fire department, code enforcement or any other City departments or agencies charged with

	enforcing laws related to sidewalk vending activities shall be permitted, at any time, to inspect a sidewalk vendor conveyance for compliance with local or state laws or regulations.
_____ (Initial)	9. Vending location. No sidewalk vendor shall engage in vending within three hundred feet of any school property or church. Sidewalk vendors shall not be located for purposes of offering products for sale in any location: (a) which creates an unreasonable obstruction to the normal flow of vehicular or pedestrian access; (b) within 10 feet of any intersection, driveway, or building entrance; (c) in any space designed for vehicular travel, parking, stopping, or loading; or (d) which blocks manholes, utility access, and vents. No sidewalk vendor shall engage in the act of sidewalk vending other than on the sidewalk portion of the right of way where a sidewalk exists. No sidewalk vendor shall place a nonmotorized conveyance where placement endangers the safety of persons or property.
_____ (Initial)	10. Residential Zones. No sidewalk vendor shall vend before 9:00 a.m., or later than 6:00 p.m. during periods of standard time, or later than 8:00 p.m. during periods of day light savings time in areas zoned exclusively for residential. No person shall vend as a stationary sidewalk vendor in city areas zoned exclusively for residential.
_____ (Initial)	11. Parks. No sidewalk vendor shall vend as a stationary sidewalk vendor in public parks in which the City has entered into an exclusive agreement for concessions that exclusively permits the sale of food or merchandise by the concessionaire(s). No sidewalk vendor shall vend under shades structures, awnings, gazebos, and bandshells in city parks, except as authorize by a franchise. No sidewalk vendor shall take a nonmotorized conveyance off non-concrete surfaces in city parks.
_____ (Initial)	12. Farmers' market, swap meet and special event. No sidewalk vendor shall engage in the act of sidewalk vending within the immediate vicinity (i.e., one thousand feet) of a permitted certified farmers' market or permitted swap meet during the limited operating hours of that certified farmers' market or swap meet. No person shall engage in the act of sidewalk vending within the immediate vicinity (i.e., one thousand feet) of an area designated for a special event permit.
_____ (Initial)	13. Conveyance. No sidewalk vendor shall engage in the act of sidewalk vending with a motorized conveyance. No sidewalk vendor shall engage in the act of sidewalk vending with a nonmotorized conveyance with dimensions larger than forty-eight inches in width, and ninety-six inches in height. No nonmotorized conveyance may be left on sidewalk, on public property, or in the public right of way unattended outside of the sidewalk vendor's operating hours. Nonmotorized conveyances may not be chained or fastened to any pole, sign, tree or other object in the public right-of-way or left unattended. Unattended nonmotorized conveyances will be impounded for safekeeping.
_____ (Initial)	14. Signage. The only signs used in conjunction with street vending shall be signs affixed to or painted on the nonmotorized conveyance, its canopy, or on one's person.
_____	15. Trash receptacle. A trash receptacle shall be provided in or on the nonmotorized

(Initial)	conveyance. The trash receptacle must be large enough to accommodate customer trash without resort to existing trash receptacles located on any block for use by the general public. A sidewalk vendor may not dispose of customer trash in existing trash receptacles on city sidewalks.
_____ (Initial)	16. Noise-making devices. No noise-making devices shall be used in conjunction with sidewalk vending except one bell with maximum diameter of two inches.
_____ (Initial)	17. Compliance with laws. Sidewalk vendors must remain in compliance with all state, county and local laws.

DECLARATION	
I DECLARE, UNDER PENALTY OF MAKING A FALSE STATEMENT THAT I HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS AND I WILL COMPLETELY ABIDE BY THEM.	
Applicant (Business Owner) Signature:	
Date:	