



City of
Los Banos
At the Crossroads of California

**Community & Economic
Development Department**
520 J St.
Los Banos, CA 93635
Phone: (209) 827-7000 ext. 2431
www.losbanos.org

SIDEWALK VENDOR PERMIT APPLICATION SUBMITTAL REQUIREMENTS

- ☐ Completed Application
 - If the applicant is an agent of an individual, company, partnership, corporation, or other entity, provide the name and business address of the principal.
- ☐ Application fee - \$450 initial; \$450 renewal
- ☐ For Stationary Sidewalk Vendors
 - Color photo(s) of location
 - Site Plan
 - 8.5" x 11" format
 - Depicting the the proposed vending location, including identification of major cross streets and the side of the street on which vending will occur
- ☐ For Roaming Sidewalk Vendors
 - Drawing of the intended path of travel
 - 8.5" x 11" format
 - Depicting the the proposed vending path, including identification of major cross streets and the side(s) of the street on which vending will occur
- ☐ Photos – all four (4) sides of the sidewalk vending unit & any applicable signage
 - The vending unit shall have identification on the right and left side of the unit; letters are to be a minimum of four (4) inches and consist of the following information:
 - Name of business
 - Phone number
 - Business License Number
 - Sidewalk Vendor Permit Number
- ☐ If selling food or food products:
 - Copy of a valid Health Permit issued by the Merced County Department of Environmental Health and proof of all required approvals for the applicant
 - Copy of certification of completion of a food handler course
- ☐ Copy of a valid Seller's Permit issued by the California Department of Tax and Fee Administration for a location within the City of Los Banos, if applicable

- ☐ Proof of Completion of Livescan - a background check through the Los Banos Police Department must be obtained for the Sidewalk Vendor and each person operating or vending from the vending unit(s)
- ☐ Two (2) passport quality photographs of the applicant, which shall measure 2"x2" showing the head and shoulders of the applicant in a clear and distinguishing manner
- ☐ Copy of Certificate of Liability Insurance Policy providing minimum coverage of \$1,000,000 for injury or death arising out of the sidewalk vending activities. All insurance companies affording coverage shall be required to add the City as an additional insured under their insurance policy. A certificate of insurance and a copy of the policy endorsement.

Note: Staff may deem additional submittal information necessary. Incomplete applications will delay the processing of this permit. Permit approval is subject to verification of information contained in the application, validity of permits/licenses required, satisfaction of requirements set forth in the Los Banos Municipal Code, and clearance of safety inspection from the Fire Department.