



# SIDEWALK VENDING PERMIT APPLICATION

City of Sausalito | Community Development Department  
420 Litho Street | Sausalito, CA 94965 | (415) 289-4128 | [cdd@sausalito.gov](mailto:cdd@sausalito.gov)  
**IMPORTANT: THIS FORM MAY CONTAIN CONFIDENTIAL INFORMATION**

DATE RECEIVED (MM-DD-YY)		DATE STAMP AREA
RECEIVED BY		
FEE		
RECEIPT NUMBER		
PROJECT NUMBER		

A Sidewalk Vending Permit is required for all Sidewalk Vendors operating within the City. Stationary Sidewalk Vendors are prohibited in all Residential Zones within the City. Sidewalk Vendors are not allowed within two-hundred (200) feet of any farmers' market, swap meet, or Special Event within the City, for the duration of the event. Sidewalk Vendors are not allowed in the Downtown Area. See Sausalito Municipal Code Chapter 13.33 for all regulations pertaining to Sidewalk Vendors.

The requirement of a Sidewalk Vending Permit is in addition to the requirement for a [City of Sausalito Business License](#), and any licenses or other requirements mandated by Federal, State, or local agencies, including the County of Marin Environmental Health Services Department (415-473-6907). One Sidewalk Vendor is allowed per permit.

Acceptance of a Sidewalk Vending Permit Application must be accompanied by payment of the applicable nonrefundable processing fee and does not constitute any indication of approval. Additional information may be required depending on the proposed scope of business.

## **SECTION 1 – CONTACT INFORMATION**

APPLICANT LEGAL NAME	
APPLICANT ADDRESS	
APPLICANT TELEPHONE	
APPLICANT EMAIL	
IS APPLICANT <u>AN AGENT</u> OF AN INDIVIDUAL, COMPANY, PARTNERSHIP, CORPORATION, OR OTHER ENTITY?	[ <input type="checkbox"/> ] Yes [ <input type="checkbox"/> ] No
IF YES, ABOVE: NAME AND BUSINESS ADDRESS OF THE PRINCIPAL AND ANY OWNERS OF THE COMPANY, PARTNERSHIP, CORPORATION, OR OTHER ENTITY	

**SECTION 2 – BUSINESS INFORMATION**

<p>BUSINESS NAME</p>	
<p>DESCRIBE THE NATURE OF YOUR PROPOSED BUSINESS, ALL SERVICES OFFERED, AND/OR ANY TYPE OF MERCHANDISE OR FOOD/DRINK PRODUCTS TO BE SOLD</p>	
<p>WILL YOU BE A STATIONARY OR ROAMING SIDEWALK VENDOR?</p>	<p><input type="checkbox"/> <b>Stationary</b> (vends from a fixed location)  <input type="checkbox"/> <b>Roaming</b> (moves from place to place and stops only to complete a transaction)</p>
<p>CHECK ONE OF THE SIDEWALK VENDING RECEPTACLE TYPES FOR THE VENDING ACTIVITY ASSOCIATED WITH THIS APPLICATION IN ADDITION TO THE SIZE OF THE RECEPTACLE (WIDTH X LENGTH X HEIGHT). <i>NOTE SIZE INCLUDES ATTACHMENTS</i></p>	<p><b>W=width L=length H=height (including attachments)</b></p> <p><input type="checkbox"/> <b>Pushcart:</b> W: _____" L: _____"   H: _____"  <input type="checkbox"/> <b>Pullcart:</b> W: _____" L: _____"   H: _____"  <input type="checkbox"/> <b>Pedal-Driven Cart:</b> W: _____" L: _____"   H: _____"  <input type="checkbox"/> <b>Wagon:</b> W: _____" L: _____"   H: _____"  <input type="checkbox"/> <b>Rack:</b> W: _____" L: _____"   H: _____"  <input type="checkbox"/> <b>Showcase:</b> W: _____" L: _____"   H: _____"  <input type="checkbox"/> <b>Stand:</b> W: _____" L: _____"   H: _____"  <input type="checkbox"/> <b>Display:</b> W: _____" L: _____"   H: _____"  <input type="checkbox"/> <b>Other (non-motorized):</b> _____  <span style="margin-left: 400px;">W: _____" L: _____"   H: _____"</span></p>
<p>DESCRIBE THE AREA(S) WHERE THE YOU INTEND TO OPERATE</p>	

CALIFORNIA SELLER'S  
PERMIT NUMBER  
PURSUANT TO REVENUE  
AND TAXATION CODE  
SECTION 6067

DOES THE BUSINESS HAVE MULTIPLE LOCATIONS?  
 YES  
 NO

IF YES, HOW MANY LOCATIONS DOES THE BUSINESS  
HAVE? \_\_\_\_\_

PROVIDE THE NAME AND ADDRESSES OF THE OTHER  
LOCATIONS.

PROVIDE THE NAME AND ADDRESSES OF THE OTHER  
LOCATIONS.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DOES THE BUSINESS HAVE, USE, OFFER, OR MAINTAIN A  
STANDARDIZED ARRAY OF SERVICES AND/OR MERCHANDISE?  
 YES  
 NO

DOES THE BUSINESS HAVE, USE, OR MAINTAIN A STANDARDIZED  
NAME, TRADEMARK, LOGO, SERVICE MARK, SYMBOL AND/OR  
SIGN?  
 YES  
 NO

DOES THE BUSINESS HAVE, USE, OR MAINTAIN A SIMILAR  
DÉCOR, ARCHITECTURE, AND/OR LAYOUT?  
 YES  
 NO

DO THE EMPLOYEES WEAR A UNIFORM OR STANDARDIZED  
CLOTHING?  
 YES  
 NO

DOES THE BUSINESS HAVE, USE, OFFER, OR MAINTAIN ANY OTHER  
STANDARDIZED FEATURE(S)?  
 YES  
 NO

FORMULA RETAIL  
INFORMATION

**SECTION 3 – COMPLIANCE WITH OPERATING STANDARDS - ALL SIDEWALK VENDORS**

Standard – All Sidewalk Vendors	Applicant Certification	Staff Use Only
BUSINESS SHALL ONLY BE CONDUCTED ON PUBLIC SIDEWALKS IN THE PUBLIC RIGHT-OF-WAY OR ON DESIGNATED PEDESTRIAN PATHS IN PUBLIC PARKS (SMC 13.33.050.1)	____ (initial) I certify that I will only operate on public sidewalks in the public right-of-way or on designated pedestrian paths in public parks	<input type="checkbox"/> Verified that Permit request is on a public sidewalks in the public right-of-way or on designated pedestrian paths in public parks
NO OBSTRUCTION MAY BE PLACED ON A SIDEWALK THAT WOULD REDUCE THE WIDTH OF THE SIDEWALK TO LESS THAN FORTH-EIGHT (48) INCHES (SMC 13.33.050.2)	____ (initial) I certify that I will ensure that my business cause any obstruction to be placed on a sidewalk that would reduce the width of the sidewalk to less than forth-eight (48) inches	n/a
SIDEWALK VENDORS IN COMMERCIAL ZONES MAY OPERATE BETWEEN THE HOURS OF 7:00 A.M. TO 10:00 P.M. (SMC 13.33.050.5)	____ (initial) I certify that I will abide by the operating hours in commercial zones	n/a
SIDEWALK VENDORS IN ANY PUBLIC PARK MAY OPERATE ONLY DURING THE HOURS THE PARK IS OPEN (SMC 13.33.050.6)	____ (initial) I certify that I will abide by the operating hours in public parks	n/a
A SIDEWALK VENDOR SHALL BE LOCATED NO CLOSER THAN TWENTY (20) FEET FROM ANOTHER SIDEWALK VENDOR (SMC 13.33.050.7)	____ (initial) I certify that I will not operate closer than 20 feet from another sidewalk vendor	<input type="checkbox"/> If application is for Stationary Sidewalk Vending Permit, verified that no other Stationary Sidewalk Vending Permit has been issued within 20 feet from current application
NO SIDEWALK VENDING IS ALLOWED IN ANY PARK WHERE THE CITY HAS A SIGNED AGREEMENT WITH A CONCESSIONAIRE FOR THE EXCLUSIVE RIGHT TO SELL FOOD OR MERCHANDISE IN THE PARK (SMC 13.33.050.8)	____ (initial) I certify that I will not vend in a park in which the City has a signed agreement with a concessionaire for the exclusive right to sell food or merchandise in the park	<input type="checkbox"/> If application is for Sidewalk Vending Permit in a public park, verified that the City does not have a signed agreement with a concessionaire for the exclusive right to sell food or merchandise in the park

Standard – All Sidewalk Vendors	Applicant Certification	Staff Use Only
NO SIDEWALK VENDOR SHALL SELL ALCOHOL, TOBACCO OR TOBACCO PRODUCTS, ELECTRONIC VAPING PRODUCTS, MARIJUANA, OR WEAPONS (INCLUDING KNIVES, GUNS, OR EXPLOSIVE DEVICES), OR ANY PRODUCTS RELATING THERETO (SMC 13.33.050.9)	____ (initial) I certify that I will not sell alcohol, tobacco or tobacco products, electronic vaping products, marijuana, or weapons (including knives, guns, or explosive devices), or any products relating thereto	n/a
NO SIDEWALK VENDING RECEPTACLE SHALL USE PROPANE, NATURAL GAS, OR OTHER EXPLOSIVE OR HAZARDOUS MATERIALS (SMC 13.33.050.11)	____ (initial) I certify that I will not use propane, natural gas, or other explosive or hazardous materials	n/a
SIDEWALK VENDORS SHALL NOT LEAVE SIDEWALK VENDING RECEPTACLES UNATTENDED FOR ANY REASON (SMC 13.33.050.12)	____ (initial) I certify that I will not leave my Sidewalk Vending Receptacle unattended for any reason	n/a
SIDEWALK VENDING RECEPTACLES SHALL NOT BE STORED ON PUBLIC PROPERTY AND SHALL BE REMOVED FROM CITY PROPERTY WHEN NOT IN ACTIVE USE (SMC 13.33.050.13)	____ (initial) I certify that I will not store my Sidewalk Vending Receptacle on public property and I will remove my Sidewalk Vending Receptacle from city property when it is not in active use	n/a
SIDEWALK VENDING RECEPTACLES AND ANY ATTACHMENTS SHALL NOT EXCEED FOUR (4) FEET IN HEIGHT, THREE (3) FEET IN WIDTH, AND FOUR (4) FEET IN LENGTH (SMC 13.33.050.14)	____ (initial) I certify that my Sidewalk Vending Receptacle (pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other non-motorized conveyance used for sidewalk vending activities) is not more than four (4) feet in height, three (3) feet in width, and four (4) feet in length, including attachments	<input type="checkbox"/> Verified dimensions provided for Receptacle meet this standard
SIDEWALK VENDORS ARE NOT ALLOWED WITHIN TWO-HUNDRED (200) FEET OF ANY FARMERS' MARKET, SWAP MEET, OR SPECIAL EVENT WITHIN THE CITY, FOR THE DURATION OF THE EVENT (SMC 13.3.060.2)	____ (initial) I certify that I will not vend within two-hundred (200) feet of any farmers' market, swap meet, or special event within the city, for the duration of the event	n/a

Standard – All Sidewalk Vendors	Applicant Certification	Staff Use Only
<p>SIDEWALK VENDORS ARE NOT ALLOWED IN THE DOWNTOWN AREA (SMC 13.3.060.3)</p>	<p>____ (initial) I certify that I will not vend in those areas of public property within 539 Bridgeway and 833 Bridgeway and those public streets and public rights-of-way east of Bridgeway (Tracy Way, Bay Street, Anchor Street, and Humboldt Street) and west of Bridgeway on Princess Street up to 62 Princess Street</p>	<p><input type="checkbox"/> Verified that Sidewalk Vending Permit application is not for a location in the Downtown Area</p>

**SECTION 4 – COMPLIANCE WITH STANDARDS - STATIONARY SIDEWALK VENDORS ONLY**

Standard – Stationary Sidewalk Vendors	Applicant Certification	Staff Use Only
<p>STATIONARY SIDEWALK VENDORS SHALL ONLY BE LOCATED ON PUBLIC SIDEWALKS AND PEDESTRIAN PATHS OF NOT LESS THAN TEN (10) FEET IN WIDTH (SMC 13.33.050.3)</p>	<p>____ (initial) I certify that I will only operate on public sidewalks and pedestrian paths of not less than ten (10) feet in width</p>	<p><input type="checkbox"/> If application is for Stationary Sidewalk Vending Permit, verified that vendor will operate on public sidewalks or pedestrian paths of not less than ten (10) feet in width</p>
<p>STATIONARY SIDEWALK VENDORS ARE RESPONSIBLE FOR THE CLEANLINESS OF THE AREA WITHIN TEN (10) FEET OF THEIR OPERATIONS. STATIONARY SIDEWALK VENDORS MUST MAKE AVAILABLE APPROPRIATE TRASH AND RECYCLING RECEPTACLES SUFFICIENT TO PROVIDE FOR THE COLLECTION OF THE MATERIALS GENERATED BY THE SIDEWALK VENDING ACTIVITY, MUST DISPOSE OF ALL COLLECTED WASTE APPROPRIATELY, AND MAY NOT DISPOSE OF SUCH WASTE IN PUBLIC TRASH OR RECYCLING CONTAINERS (SMC 13.33.050.10)</p>	<p>____ (initial) I certify that I will be responsible for the cleanliness of the area within ten (10) feet of my operations. I will make available appropriate trash and recycling receptacles sufficient to provide for the collection of the materials generated by the sidewalk vending activity, must dispose of all collected waste appropriately, and may not dispose of such waste in public trash or recycling containers</p>	<p>n/a</p>
<p>STATIONARY SIDEWALK VENDORS ARE PROHIBITED IN ALL RESIDENTIAL ZONES WITHIN THE CITY (SMC 13.3.060.1)</p>	<p>____ (initial) As a Stationary Sidewalk Vendor, I agree to not vend in a Residential Zone</p>	<p><input type="checkbox"/> Verified that Sidewalk Vending Permit application is not for a location in a Residential Zone</p>

**SECTION 5 – COMPLIANCE WITH STANDARDS - ROAMING SIDEWALK VENDORS ONLY**

<b>Standard – Roaming Sidewalk Vendors</b>	<b>Applicant Certification</b>	<b>Staff Use Only</b>
ROAMING VENDING IN RESIDENTIAL ZONES MAY OPERATE ONLY BETWEEN THE HOURS OF 8:00 A.M. AND 7:00 P.M., OR SUNSET, WHICHEVER IS EARLIER (SMC 13.33.050.4)	____ (initial) As a Roaming Sidewalk Vendor, I agree to abide by the operating hours in residential zones	n/a

**SECTION 6 – DOCUMENTATION**

<b>Required Documentation</b>	<b>Applicant Certification</b>	<b>Staff Use Only</b>
PROOF OF A VALID MOBILE FOOD FACILITIES PERMIT FROM THE MARIN COUNTY ENVIRONMENTAL HEALTH SERVICES DEPARTMENT [APPLICABLE TO FOOD/DRINK VENDING ONLY]	____ (initial) I've attached a copy of my Mobile Food Facilities Permit from the Marin County Environmental Health Services Department	<input type="checkbox"/> Verified document is attached
A COPY OF A VALID CALIFORNIA'S DRIVER'S LICENSE OR IDENTIFICATION CARD, A TAXPAYER IDENTIFICATION NUMBER, OR A SOCIAL SECURITY NUMBER. SUCH INFORMATION SHALL NOT BE DISCLOSED AND WILL REMAIN CONFIDENTIAL, UNLESS REQUIRED TO COMPLY WITH A STATE OR FEDERAL LAW OR COURT ORDER.	____ (initial) I've attached a copy of a valid California's Driver's license or Identification Card, or provided my Taxpayer Identification number, or my social security number  Taxpayer ID No: <hr/> Social Security Number: <hr/>	<input type="checkbox"/> Verified document is attached or information provided
PHOTOGRAPHS OF OPERATIONAL SET UP, WITH DIMENSIONS PROVIDED	____ (initial) I've attached a photographs of my Sidewalk Vending Receptacle (pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other non-motorized conveyance used for sidewalk vending activities), with dimensions provided	<input type="checkbox"/> Verified document is attached

<p>LIABILITY INSURANCE. VENDOR SHALL MAINTAIN COMMERCIAL GENERAL LIABILITY INSURANCE WITH COVERAGE AT LEAST AS BROAD AS INSURANCE SERVICES OFFICE FORM CG 00 01, IN AN AMOUNT NOT LESS THAN ONE MILLION DOLLARS (\$1,000,000) PER OCCURRENCE FOR BODILY INJURY, PERSONAL INJURY, AND PROPERTY DAMAGE, INCLUDING WITHOUT LIMITATION, BLANKET CONTRACTUAL LIABILITY. IF A GENERAL AGGREGATE LIMIT APPLIES, EITHER THE GENERAL AGGREGATE LIMIT SHALL APPLY SEPARATELY TO THIS PROJECT/LOCATION OR THE GENERAL AGGREGATE LIMIT SHALL BE TWICE THE REQUIRED OCCURRENCE LIMIT. VENDOR'S GENERAL LIABILITY POLICIES SHALL BE PRIMARY AND SHALL NOT SEEK CONTRIBUTION FROM THE CITY'S COVERAGE, AND BE ENDORSED USING INSURANCE SERVICES OFFICE FORM CG 20 10 (OR EQUIVALENT) TO PROVIDE THAT CITY AND ITS OFFICERS, OFFICIALS, EMPLOYEES, AND AGENTS SHALL BE ADDITIONAL INSURED UNDER SUCH POLICIES.</p>	<p>____ (initial) I've attached proof of my liability insurance</p>	<p><input type="checkbox"/> Verified document is attached</p>
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**SECTION 7 – APPLICANT ACKNOWLEDGEMENT**

I, the applicant, certify under penalty of perjury, that the facts and information contained within this Sidewalk Vending Permit application are accurate to the best of my knowledge.

I, the applicant, certify under penalty of perjury, that I will comply with all local, State, and Federal laws.

I, the applicant, certify under penalty of perjury, that the use of public property as authorized by the Sidewalk Vending Permit is at the my sole risk, and I agree to defend (with counsel acceptable to the City in its discretion), indemnify, release, and hold harmless the City, its elected and appointed officials, officers, and employees from and against all claims, demands, obligations, damages, actions, suits, losses, judgments, and costs (including without limitation attorneys' fees) of every kind arising from or in any way related to the Sidewalk Vending Permit or sidewalk vending activities.

<p>PRINTED APPLICANT NAME</p>	
<p>SIGNATURE</p>	
<p>DATE (MM-DD-YY)</p>	



