



# CITY OF DANA POINT

COMMUNITY DEVELOPMENT DEPARTMENT  
33282 Golden Lantern, Suite 209  
Dana Point, CA 92629  
(949) 248-3564 | www.danapoint.org

# STREET and SIDEWALK VENDING PERMIT APPLICATION

## COMMUNITY DEVELOPMENT

### STREET (Food Truck) or SIDEWALK (Food Cart) VENDING APPLICATION

<b>NAME OF APPLICANT:</b>	
<b>BUSINESS NAME:</b>	
<b>MAILING ADDRESS:</b>	
<b>PHONE:</b>	
<b>EMAIL:</b>	
<b>TYPE OF BUSINESS: (INDV., CORP., PARTNERSHIP)</b>	
<b>DESCRIPTION OF FOOD/ MERCHANDISE:</b>	
<b>DAY(S) OF OPERATION:</b>	
<b>TIME(S) OF OPERATION:</b>	
<b>LOCATION(S) OF OPERATIONS: Please attach images and map of proposed locations.</b>	
<b>ANY CRIMINAL CONVICTIONS IN THE PAST TEN YEARS?</b>	

#### NAME(S) AND INFORMATION OF ALL PERSONS TO BE EMPLOYED AS STREET or SIDEWALK VENDOR(s):

<b>NAME:</b>	
<b>ADDRESS:</b>	
<b>PHONE:</b>	

<b>NAME:</b>	
<b>ADDRESS:</b>	
<b>PHONE:</b>	

<b>NAME:</b>	
<b>ADDRESS:</b>	
<b>PHONE:</b>	

PURSUANT TO **SECTION 5.03.030** and **5.02.030** OF THE DANA POINT MUNICIPAL CODE, NO PERSON, EITHER FOR HIMSELF/HERSELF OR ANY OTHER PERSON, SHALL ENGAGE IN ANY STREET or SIDEWALK VENDOR ACTIVITIES WITHIN THE CITY WITHOUT FIRST APPLYING FOR AND RECEIVING A PERMIT FROM THE CITY MANAGER, OR HIS OR HER DESIGNEE, IN ACCORDANCE WITH THESE CHAPTERS.

**ITEMS REQUIRED:**

- 1. Completed Project Information Packet:**
  - A copy of the California seller's permit with the sales tax number issued by the California Department of Tax and Fee Administration to the vendor; *which shall be maintained during the pendency of the sidewalk vendor's permit .*
  - A copy of the vendor's social security card with the number; **or** a copy of the valid California Driver's license issued to the vendor; **or** a copy of the individual taxpayer identification number issued to the vendor.
  - Picture(s) of each sidewalk vending receptacle and/or food truck.
  - A copy of the health permit required for any sidewalk vendor or food truck selling food, as required by Chapter 6.30.012 of this Code, or any successor chapter.
  - If the vendor proposes to be a stationary sidewalk vendor or food truck, a description, site plan map, and images of the proposed location(s) where vending will take place, showing that the stationary sidewalk or food truck vending location(s) maintain a minimum of thirty-six inches (36") of accessible route area, in compliance with the Americans with Disabilities Act.*
  
- 2. Proof of Liability Insurance of at least \$1,000,000.00**
  - The City of Dana Point must be included as an additional insured party.*
  - Policy must list the following: *"The City of Dana Point, its employees, officials, and agents, 33282 Golden Lantern Suite 212 Dana Point, CA 92629, The insurance is Primary and Non-contributory."*
  
- 3. Permit Processing Fees:**
  - Application processing fee of \$150.00

**VENDOR DETAILS:**

<b>What type of vending operation will you have?</b>	<input type="checkbox"/> <b>STATIONARY</b>	<input type="checkbox"/> <b>ROAMING</b>	<input type="checkbox"/> <b>FOOD TRUCK</b>
<b>Number of sidewalk vending receptacles</b>			
<b>Dimensions of food truck or vending receptacle(s)</b>			

<b>What will you be selling?</b>	<input type="checkbox"/> <b>FOOD</b>	<input type="checkbox"/> <b>MERCHANDISE</b>	<input type="checkbox"/> <b>BOTH</b>
<b>If selling food...</b>			
<b>Description of the type of food</b>			
<b>Prepared on site?</b>	<input type="checkbox"/> <b>YES</b>	<input type="checkbox"/> <b>NO</b>	
<b>Do you require a heating element to prepare the food?</b>	<input type="checkbox"/> <b>YES</b>	<input type="checkbox"/> <b>NO</b>	
<b>If selling merchandise...</b>			
<b>Description of the type of merchandise</b>			

**IN SIGNING THIS AGREEMENT, THE APPLICANT AGREES AND CERTIFIES:**

- A) I am the legal owner or (authorized agent) of the business which is which the subject of this application.
- B) that to my knowledge and belief, all information contained in this application is true and correct. I understand that false or otherwise incorrect information shall be grounds for disapproval of the application or revocation of an approved application.
- C) to comply with all other generally applicable local, state, and federal laws;
- D) to defend, indemnify, release and hold harmless the City, its City Council, boards, commissions, officers and employees from and against any and all claims, demands, obligations, damages, actions, causes of action, suits, losses, judgments, fines, penalties, liabilities, costs and expenses (including without limitation, attorney’s fees, disbursements and court costs) of every kind and nature whatsoever which may arise from or in any manner relate (directly or indirectly) to the permit or the vendor’s sidewalk vending activities. This indemnification shall include, but not be limited to, damages awarded against the City, if any, costs of suit, attorneys’ fees, and other expenses incurred in connection with such claim, action, or proceeding whether incurred by the permittee, City, and/or the parties initiating or bringing such proceeding;
- E) the use of public property is at their my own risk, the City does not take any steps to ensure public property is safe or conducive to the street or sidewalk vending activities, and I use public property at my own risk;
- F) that I will obtain and at all times during the duration of the permit, maintain any insurance of such types and in such amounts as required by the City’s risk manager, and
- G) that at least four feet in width shall be maintained outside the vending receptacle and any customers acquiring food or merchandise.
- H) that I will relocate if any public agency or emergency personnel need to access facilities/appurtenances in the area where the vendor is operating when notified.

<b>SIGNATURE OF APPLICANT</b>	<b>DATE</b>
<b>PRINTED NAME</b>	<b>POSITION</b>

***(TO BE FILLED OUT BY CITY OF DANA POINT STAFF)***

DEPARTMENT:	REVIEWER:	COMMENTS:	
Administration		DATE:	
Public Works		DATE:	
Building		DATE:	
Planning		DATE:	
Police Services		DATE:	
General Services		DATE:	
Code Enforcement		DATE:	
Risk Management		DATE:	