



FOOD VENDOR PERMIT APPLICATION

(Per Chapter 213 of the Code of Ordinances in the City of Cortland, NY)

Name of Business Owner: _____

Address: _____

Phone #: _____

Applicant (if other than owner): _____

Address: _____

Location(s) of operation under this permit: _____

Days/ Hours of Operation: _____

Type of vehicle, pushcart or stand to be used: _____

Will a propane tank, heat-producing device, or open flame be used? Yes No

I, _____ (established business owner name), do hereby authorize _____ (applicant name) to vend in the public place immediately in front of or adjacent to my established business.

Established business owner signature _____ Date _____

LICENSE FEE: Food Vendor \$300

This application applies to vending of food from any vehicle, pushcart, or stand in a public place which is in adjacency to an established place of business.

Requirements for issuance of the license:

- (a) The vendor **must have a valid permit to operate issued by the Cortland County Health Department.**
- (b) Applicant must submit a **statement from the business owner** stating the applicant is an employee or a person authorized by the owner to vend in the public place immediately in front of or adjacent to the owner's established business storefront.
- (c) Applicant / owner of business must submit a **statement agreeing to indemnify and save harmless the City of Cortland**, it's agents, officers and employees thereof, from all claim suits or actions of every name or description brought against the City, its officers, employees or agents, on an account of sustained or alleged to be sustained by any person or persons arising out of the license issued here or in any permit granted to the applicant to vend in the City
- (d) Applicant must submit a **comprehensive general liability insurance policy** in a form acceptable to the Corporation Counsel, including products liability and bodily and property damage, insuring the City of Cortland and the applicant from all claims from damage to property or bodily injuries including death which may arise out of any license or permit issued herewith; such insurance shall provide coverage of not less than \$1,000,000.00 single limit during the term of the license and shall provide that the policy shall not be terminated or cancelled without thirty (30) days written notice to the City Clerk
- (e) Applicant must submit written approval from the Fire Chief in the event a propane tank heat-producing device or open flame is to be used in conjunction with the applicant's food vending
- (f) Applicant must submit proof that the NYS Department of Taxation and Finance has issued a "Certificate of Authority" to the applicant for the collection of sales tax in connection with the applicant's vending operation; furthermore, if the applicant held a license for the previous year, applicant shall, at the request of the City Clerk, submit with the application for the new license, copies of all sales tax returns filed with NYS Department of Taxation and finance for the previous twelve (12) months

License is valid for one calendar year and expires on December 31st unless sooner revoked

Restrictions: Per Code Chapter 213 (6) Restrictions

Revocation of license: Per Code Chapter 213 (8) Revocation of License

Statement from Business owner	<input type="checkbox"/>	CCHD Permit	<input type="checkbox"/>
Statement of Indemnification	<input type="checkbox"/>	Liability Insurance	<input type="checkbox"/>
Fire Chief Approval	<input type="checkbox"/>	Tax Certificate	<input type="checkbox"/>