



MOBILE VENDING

City of Independence
 555 S. Main St./ P.O. Box 7
 Independence, OR 97351
 Phone 503-838-1212 / Fax 503-606-3282

OFFICE USE ONLY	
Date received:	Permit #:
Date Issued:	Permit Fee: \$35.00
Received By:	Issued By:

BUSINESS DETAILS

Business Name:

Proposed Address:

APPLICANT

Name:

Mailing Address:

City:

State:

Zip:

Phone:

Cell:

Email:

BUSINESS CONTACT AT MOBILE VENDING SITE (IF NOT APPLICANT)

Name:

Phone:

Cell:

Email:

PROPERTY OWNER (IF NOT APPLICANT)

Name:

Signature:

Phone:

Cell:

Email:

REQUIRED SUBMITTALS

(1) A site plan that shows the following information:

- The proposed location of the mobile vendor, and the distance to nearby sidewalks, driveways or structures.
- The location of the hard-surface area where a mobile vending device will be located.
- The location of any power service to the unit.
- The location of proposed garbage receptacles, chairs or other temporary furniture.
- The location of any utilities that will serve the unit.
- A traffic plan, showing the in/out flow of cars; and the parking for customers and employees.

(2) A project narrative that includes:

- The products being sold.
- The means used to conduct the business including, but not limited to, a photo and description of any mobile container or device to be used for the transport or display of merchandise. Additionally, please note if the business will move locations as part of its daily operation.
- The proposed hours of operation for the use.
- An explanation of how employees will use the restroom during the hours of operation.
- A disposal plan for wastewater and gray water.

(3) A valid copy of all necessary permits required by state or local health authorities.

(4) Written consent from the property owners where the use will be located, if not the applicant.

- Mobile vending devices may operate on city-owned property provided the licensee is granted a site-specific permit, which shall be displayed prominently on-site.

(5) If the mobile vendor will be located on City property or right-of-way:

- A signed statement that the permittee shall hold harmless the city, its officers and employees, and shall indemnify the city, its officers and employees for any claims for damage to property of injury to persons occasioned by any activity carried on under the terms of the permit.
- Public liability, food products liability and property damage insurance to protect the permittee and the city from all claims for damage to property or bodily injury, including death, which may arise from operations under or in connection with the permit.

SIGNATURE

I certify that the information submitted is true, and I have read the standards of this application.

Authorized Signature: _____

Date: _____

Print Name: _____