



Office of Planning and Zoning

Open Air Vendor Permit

Date: _____

Owner(s) of the property: _____

Address: _____ Phone No. _____

Vendor's Name: _____

Address: _____

Phone No. _____ Email Address: _____

Site address where Vendor will be located: _____

What will the Vendor be selling?: _____

Date(s) the Vendor will be located at this address: _____

This Open Air Vendor Permit is valid for the dates indicated above.

The following items must be submitted with the Open Air Vendor Permit:

- A Current Business Tax Receipt
- A letter from the property owner giving permission for use of the property for the dates specified for this permit and indicating that sanitary facilities are available.
- A plot plan that shows the location of the vendor site, sanitary facilities and sufficient parking for customers.
- If a tent(s) is used, the vendor must provide proof to the Chief Fire Inspector that the tent(s) is fire retardant.
- A fee of \$50.00

Vendor's Signature

To be completed by County staff:

Open Air Vendor Permit # _____ Address #: _____ Alt. Key #: _____

Zoning: _____ Use of site approved: _____ Yes _____ No

Name and Title of staff

Signature of staff

Date

Environmental Health Approval: _____ Date: _____