

Vending Permit Application

Guidelines:

- Applications must be received no less than thirty (30) days in advance of the anticipated vending start date.
- Permits are valid from April 1 to March 31.
- When two or more people apply for a joint permit, contact information must be included for all applicants.
- Once received, you must display your permit in a prominent location on or inside your Mobile or Non-Mobile Unit(s).

APPLICANT INFORMATION – INDIVIDUAL (this section must be completed by all applicants):

Name(s):	
Mailing Address(es): (any notice required to be sent by the Vending By-Law will be sent here)	
Phone Number(s):	
Email Address (optional): (by providing your email address, you are consenting to receiving email communications from the Municipality of the County of Inverness including any notice required to be sent by the Vending By-Law)	

APPLICANT INFORMATION – COMPANY (complete this section only if applicable):

Company Name:	
Is your company incorporated and registered with the Nova Scotia Registry of Joint Stock Companies?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes:	
1. What is the Mailing Address of your company's Registered Office? _____ _____	
2. What is the Phone Number of your company? _____	
3. How do you want your Vending Permit issued? <input type="checkbox"/> in the name of your company <input type="checkbox"/> in your individual name(s)	

VENDING UNIT INFORMATION:

Description of food, beverages, goods and/or merchandise to be sold:	
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Proposed Period and Hours of Operation for the year:	Operation Start Date: _____ Operation End Date: _____	Opening at: _____ (am/pm) Closing at: _____ (am/pm)
If you are requesting a Special Event Permit, please fill out the following:	Date(s) of Special Event: _____ _____	Hours of Operation of Special Event: Opening at: _____ (am/pm) Closing at: _____ (am/pm)
Section 13.10 of the By-Law requires the Permit Holder to be the owner/operator of the Vending Unit.		<input type="checkbox"/> yes
Do you confirm that you are the owner/operator of the Vending Unit?		
Description of Vending Unit:		Dimensions of Vending Unit:
Type of Vending Unit:	<input type="checkbox"/> vehicle/truck (mobile unit) <input type="checkbox"/> stand/cart (non-mobile unit)	
If your Vending Unit is a mobile unit, please fill out the following:	provide the following information about your Vending Unit: Make: _____ Model: _____ Year: _____ License Plate Number: _____ you must include with this application copies of up-to-date: <input type="checkbox"/> Motor Vehicle Inspection for your Vending Unit; and <input type="checkbox"/> Motor Vehicle Registration for your Vending Unit	
If your Vending Unit will be transported or towed by another vehicle and/or trailer to the vending location(s), please fill out the following:	provide the following information about the vehicle and trailer used to transport the Vending Unit: Make: _____ Model: _____ Year: _____ License Plate Number (Vehicle): _____ License Plate Number (Trailer): _____ you must include with this application copies of up-to-date: <input type="checkbox"/> Motor Vehicle Inspection; and <input type="checkbox"/> Motor Vehicle Registration for each vehicle and trailer identified above	
You must include the following with this application:	<input type="checkbox"/> Photograph(s) clearly showing the Vending Unit	

VENDING LOCATION(S):

Proposed Vending Location 1:	Civic Address: _____
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	<p>Description of Property: <input type="checkbox"/>Private Property <input type="checkbox"/>Street <input type="checkbox"/>Municipal Property</p> <p>If Private Property: (requirements at sections 16.3(m) and (n) of By-Law) - Specific lot/parcel of land (only required if there is more than one lot/parcel at civic address): _____ - Name of Property Owner: _____ - You must include the following with this application: <input type="checkbox"/> written and signed permission of the Property Owner for the requested period of time (this is only required if the Applicant is not the Property Owner) <input type="checkbox"/> a sketch/diagram with measurements (to scale) showing the area for the vending business, ingress and egress, and all buildings on property</p> <p>If Street: (requirements at section 16.3(k) of By-Law) - You must provide the following with this application: <input type="checkbox"/> written approval of the relevant Traffic Authority <input type="checkbox"/> a diagram/plan showing the specific location of the vending unit</p> <p>If Municipal Property: (requirements at section 16.3(l) of By-Law) - You must provide the following with this application: <input type="checkbox"/> a diagram/plan showing the specific location of the vending unit</p>
<p>Proposed Vending Location 2:</p>	<p>Civic Address: _____</p> <p>Description of Property: <input type="checkbox"/>Private Property <input type="checkbox"/>Street <input type="checkbox"/>Municipal Property</p> <p>If Private Property: (requirements at sections 16.3(m) and (n) of By-Law) - Specific lot/parcel of land (only required if there is more than one lot/parcel at civic address): _____ - Name of Property Owner: _____ - You must include the following with this application: <input type="checkbox"/> written and signed permission of the Property Owner for the requested period of time (this is only required if the Applicant is not the Property Owner) <input type="checkbox"/> a sketch/diagram with measurements (to scale) showing the area for the vending business, ingress and egress, and all buildings on property</p> <p>If Street: (requirements at section 16.3(k) of By-Law) - You must provide the following with this application: <input type="checkbox"/> written approval of the relevant Traffic Authority <input type="checkbox"/> a diagram/plan showing the specific location of the vending unit</p> <p>If Municipal Property: (requirements at section 16.3(l) of By-Law) - You must provide the following with this application: <input type="checkbox"/> a diagram/plan showing the specific location of the vending unit</p>
<p>Proposed Vending Location 3:</p>	<p>Civic Address: _____</p>

	<p>Description of Property:</p> <p><input type="checkbox"/>Private Property</p> <p><input type="checkbox"/>Street</p> <p><input type="checkbox"/>Municipal Property</p> <hr/> <p>If Private Property: (requirements at sections 16.3(m) and (n) of By-Law)</p> <ul style="list-style-type: none"> - Specific lot/parcel of land (only required if there is more than one lot/parcel at civic address): _____ - Name of Property Owner: _____ - You must include the following with this application: <ul style="list-style-type: none"> <input type="checkbox"/> written and signed permission of the Property Owner for the requested period of time (this is only required if the Applicant is not the Property Owner) <p><input type="checkbox"/> a sketch/diagram with measurements (to scale) showing the area for the vending business, ingress and egress, and all buildings on property</p> <hr/> <p>If Street: (requirements at section 16.3(k) of By-Law)</p> <ul style="list-style-type: none"> - You must provide the following with this application: <ul style="list-style-type: none"> <input type="checkbox"/> written approval of the relevant Traffic Authority <p><input type="checkbox"/> a diagram/plan showing the specific location of the vending unit</p> <hr/> <p>If Municipal Property: (requirements at section 16.3(l) of By-Law)</p> <ul style="list-style-type: none"> - You must provide the following with this application: <p><input type="checkbox"/> a diagram/plan showing the specific location of the vending unit</p>
<p>Proposed Vending Location 4:</p>	<p>Civic Address: _____</p> <hr/> <p>Description of Property:</p> <p><input type="checkbox"/>Private Property</p> <p><input type="checkbox"/>Street</p> <p><input type="checkbox"/>Municipal Property</p> <hr/> <p>If Private Property: (requirements at sections 16.3(m) and (n) of By-Law)</p> <ul style="list-style-type: none"> - Specific lot/parcel of land (only required if there is more than one lot/parcel at civic address): _____ - Name of Property Owner: _____ - You must include the following with this application: <ul style="list-style-type: none"> <input type="checkbox"/> written and signed permission of the Property Owner for the requested period of time (this is only required if the Applicant is not the Property Owner) <p><input type="checkbox"/> a sketch/diagram with measurements (to scale) showing the area for the vending business, ingress and egress, and all buildings on property</p> <hr/> <p>If Street: (requirements at section 16.3(k) of By-Law)</p> <ul style="list-style-type: none"> - You must provide the following with this application: <ul style="list-style-type: none"> <input type="checkbox"/> written approval of the relevant Traffic Authority <p><input type="checkbox"/> a diagram/plan showing the specific location of the vending unit</p> <hr/> <p>If Municipal Property: (requirements at section 16.3(l) of By-Law)</p> <ul style="list-style-type: none"> - You must provide the following with this application: <p><input type="checkbox"/> a diagram/plan showing the specific location of the vending unit</p>

ADDITIONAL DOCUMENTATION:

You must provide the following additional documentation:

- Copies of all provincial permits required to comply with Section 7.1 of this By-Law (ex.: Food Establishment Permit);
- A Criminal Record Check (dated within 30 days of the application) for each applicant;
- Proof of insurance as required by Section 10.1 and 10.2 of this By-Law;
- Payment of the fee for the Permit in accordance with the Municipality of the County of Inverness 'Vending Permit Fees Policy'.

Section 16.8 of the Vending By-Law states:

No Person shall make a false statement in an application for a Permit submitted to the Municipality.

By signing this document, you attest that it contains no known falsehoods and has been completed to the best of your ability.

Signature of Applicant(s):

Date:

To submit this application, please email to Debbie.Nicholson@invernesscounty.ca or mail to:

Vending Application
c/o Debbie Nicholson
PO Box 179
Port Hood, NS, B0E 2W0

Applications (c/o Debbie Nicholson) will also be received at 375 Main Street, Port Hood during regular business hours.