



CITY OF MOORPARK

COMMUNITY DEVELOPMENT DEPARTMENT | 323 Science Drive, Moorpark, California 93021
Main City Phone Number (805) 517-6200 | Fax (805) 532-2540 | www.moorparkca.gov

SIDEWALK VENDOR, STREET VENDOR, SOLICITOR PERMIT APPLICATION

FEES = \$222.60 PER APPLICANT. ALL PERMITS EXPIRE ONE YEAR AFTER ISSUANCE.

PERSONAL INFORMATION

Check One: ☐ Owner/ Operator ☐ Employee ☐ Other (describe): _____

Applicant Name: _____
(Last Name) (First Name) (Middle)

Phone Number: _____ Email: _____

Home Address: _____
City State Zip

CONFIDENTIAL INFORMATION

Forms of acceptable identification: State of California driver's license or identification number, an individual taxpayer identification number, or any other government-issued identification card.

Identification Type: _____ Identification No.: _____

Age: _____ Hair: _____ Eyes: _____ Height: _____ Weight: _____ Gender: _____

Date of Birth: _____ Place of Birth: _____

Required with application: One (1) photograph, at least two (2") inches by two (2") inches, taken within four (4) months preceding the date of the application*

BUSINESS / ORGANIZATION INFORMATION

Name of Business/ Organization: _____

Name of Business/ Organization Owner: _____

Business Organization Phone Number: _____

Main office or site address where business/organization operations are located:

Street Address: _____

City, State, Zip: _____

Mailing Address (if different): _____

City, State, Zip: _____

Current or Past City Permits: _____

Business Registration Number: _____

Are You claiming a Non-Profit Exemption? ☐ Yes (must attach an Internal Revenue Service (IRS) determination letter)
☐ No

LEGAL BACKGROUND INFORMATION

Have you ever had a City/County Permit or Business Registration Revoked/Suspended?

☐ Yes* ☐ No

**If yes, on a separate piece of paper, provide a full explanation describing all the circumstances (including dates, arresting agency, etc.) surrounding each incident. Failure to provide full disclosure or any misrepresentation of the facts is cause for denial and or revocation of any and all permits.*

BUSINESS ACTIVITY INFORMATION

What specific business activities will be conducted in Moorpark?

☐ Roaming Sidewalk Vending ☐ Stationary Sidewalk Vending ☐ Street Vending ☐ Solicitation

Cart Description/Dimensions (if applicable): _____

(ie: table, pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other nonmotorized unenclosed conveyance)

What type of services/merchandise is offered and sold? (*Select all that apply, and include description*)

☐ Prepackaged Food ☐ Non-potentially hazardous foods ☐ Potentially hazardous foods
☐ Business cards/brochures ☐ Seasonal Goods ☐ Political Merchandise
☐ Retail ☐ Other

Description: _____

PROPOSED DAYS, LOCATION, AND HOURS OF OPERATIONS

For a Stationary vending cart in a Commercial or Industrial zoned area of the City, as identified in the City Zoning Code, provide the proposed location marked by major cross streets, and a photo of or sketch the location.

For a Roaming vending cart in a Residential zoned area of the City, as identified in the City Zoning Code, provide a sketch or description of the route the Sidewalk(s) vendor will travel.

DAY	LOCATION	START TIME	END TIME
Sunday		☐ AM ☐ PM	☐ AM ☐ PM
Monday		☐ AM ☐ PM	☐ AM ☐ PM
Tuesday		☐ AM ☐ PM	☐ AM ☐ PM
Wednesday		☐ AM ☐ PM	☐ AM ☐ PM
Thursday		☐ AM ☐ PM	☐ AM ☐ PM
Friday		☐ AM ☐ PM	☐ AM ☐ PM
Saturday		☐ AM ☐ PM	☐ AM ☐ PM

ADDITIONAL VEHICLE INFORMATION

Please provide the following information for each vehicle, cart, wagon, truck, van, etc. that will be used for the business.

License Number	State	Registration Expiration Date	Vehicle Make & Model	Vehicle Color	Ventura County Health Permit Number

Insurance Company Name: _____

Insurance Policy Number: _____

Insurance Address: _____

VEHICLES NOTE: [Section 10.04.300](#) of the Moorpark Zoning Code prohibits the storage/parking, loading and unloading of large delivery vehicles at your home if your home is within Moorpark City limits.

ADDITIONAL PERMIT REQUIREMENTS

Provide the following with your application:

- ☐ Permit Fee (invoice will be provided)
- ☐ Proof of valid City Business Registration
- ☐ California Seller's Permit with sales tax number issued by the California Department of Tax and Fee Administration.
- ☐ For vendors selling food, copy of a valid: (1) Health Permit or current Inspection Report issued by Ventura County Environmental Health; and (2) food handler's certificate.
- ☐ Site plan map of the proposed location(s) where vending/solicitation will take place.

INDEMNIFICATION AND PERMIT AGREEMENT TO ABIDE BY MOORPARK MUNICIPAL CODE PROVISIONS OR PERMIT CONDITIONS

In applying for the Street Vendor Permit, I understand that this declaration is a requirement of the application and a prerequisite to obtaining such permit. In signing this declaration, I have read and fully understand the conditions included in this application form.

If the City issues me a vending permit, I agree to waive and release the City and its officers, agents, employees, contractors, and volunteers from and against any and all claims, costs, liabilities, expenses, or judgments including attorneys' fees and court costs arising out of any vending activities or any illness or injury resulting therefrom. I agree to indemnify and hold harmless the City, its officers, agents, employees, contractors, and volunteers from and against any and all such claims, whether caused by negligence or otherwise, except for illness and injury resulting directly from gross negligence or willful misconduct on the part of the City, its officers, agents, employees, contractors, and volunteers. Furthermore, I acknowledge that the use of any sidewalk is at my own risk and the City will not take any steps to ensure any sidewalk is safe for, or conducive to, my vending activities.

I certify I understand and agree to comply with all the provisions and conditions of Chapter 5.62 (Sidewalk Vendors), Chapter 5.64 (Street Vendor Permit) Chapter 5.66 (Itinerant Hawkers, Peddlers, Solicitors, and Merchants), of the Municipal Code, under which permit(s) titled SIDEWALK VENDOR, STREET VENDOR, or SOLICITOR PERMIT were issued to me and for which this application was submitted. I further agree at all times, to comply with all City of Moorpark Codes, Laws and Ordinances.

I understand that as a condition of this permit, I must maintain a valid California Department of Tax and Fee Administration seller's permit, a Business Registration issued by the City; furthermore I understand that must maintain a valid Ventura County Health Department Permit, California Retail Food Code compliance for all applicable food-related vending.

I understand that noncompliance or any violation of any conditions or provisions of this permit or any other sections of the Moorpark Municipal or Zoning Codes may result in administrative fines outlined in the conditions of this permit, or the revocation of this permit. I agree to surrender any and all permit(s) upon the legal and reasonable demand of Moorpark city staff. Finally, I understand that I will not receive any refund of fees related to rescinded permits.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Applicant Name	Applicant Signature	Date
STAFF USE ONLY BELOW THIS LINE		
☐ Approved ☐ Denied		
Staff Name	Signature	Date
Permit Number: _____ Approval Date: _____ Expiration Date: _____		
☐ Business Registration #: _____		☐ Home Occupation Permit #: _____
☐ Additional Permit Requirements: _____		☐ Police Department Review Complete: _____
Comments: _____		