



SIDEWALK VENDING APPLICATION

City of Hawaiian Gardens
Community Development Department
21815 Pioneer Boulevard, Hawaiian Gardens, CA 90716
Ph: (562) 420-2641 · Fax: (562) 420-8521 EX. 246
www.hgcity.org

Any person wishing to obtain a Sidewalk Vending Permit must submit a completed application. Please print legibly and in blue or black ink. All applications must be submitted to the Community Development Department for approval.

Applicant must pay permit processing fee upon submission of application. The current fee is: \$100. A separate fee will be required for each sidewalk vending operation.

Please review Hawaiian Gardens Municipal Code Chapter 5.30.

I. CONTACT INFORMATION

Please check box to receive all correspondence electronically via email

Name of Applicant if different from owner: _____

Address of Applicant: _____
Number Street Name Apartment Number

City State Zip Code

Phone Number: _____ Email Address: _____

Business Owner Name: _____

Other Names Used: _____

Business Name (if applicable): _____

Address of Owner: _____
Number Street Name Apartment Number

City State Zip Code

Phone Number: _____ Email Address: _____

II. EMPLOYEES AND BUSINESS INFORMATION

Employee Name	Employee Address	Employee Phone	Employee Email

Hours of operation: _____ Days of operation: _____

Stationary Vendor: Yes: No: Roaming Vendor: Yes: No:

What will you be selling? Please describe.

III. LIVE SCAN:

In order to obtain a Street Vendor's permit, the applicant, owner(s), employee(s) must provide a LiveScan report issued by the Department of Justice and pay all fees. The form to use for a LiveScan report is attached (Attachment A).

IV. PLEASE SUBMIT THE FOLLOWING ITEMS:

1. A copy of the California seller's permit with the sales tax number issued by the California Department of Tax and Fee Administration to the applicant.
2. One of the following forms of identification (which shall remain confidential and not available to the public, unless required by law): A copy of the applicant's social security card with the number; or a copy of the valid California Driver's license issued to the applicant; or a copy of the individual taxpayer identification number issued to the applicant; or a municipal identification number.
3. If preparing or selling food, a copy of all required approvals from the Los Angeles County Department of Public Health permit issued to the applicant.
4. A list of all other cities or other jurisdictions in which the applicant has operated a sidewalk vending operation in the past three (3) years; whether a permit was required to operate; and whether a permit for sidewalk vending has been revoked in the past three (3) years.
5. A description or site plan map of the proposed location(s) where sidewalk vending will take place, showing that the sidewalk location maintains a minimum of forty eight inches (48") of accessible route area when considering the applicant's equipment and anticipated customer queue, in compliance with the Americans with Disabilities Act; and

- 6. Proof of comprehensive general liability insurance with minimum policy limits of one million dollars (\$1,000,000.00) per occurrence, combined single limit coverage, and two million dollars (\$2,000,000.00) in the aggregate against any injury, death, loss or damage as a result of wrongful or negligent acts or omissions by the permittee, with an endorsement naming the city as an additional insured.
- 7. City of Hawaiian Gardens Business License.

V. PLEASE READ AND INITIAL THE FOLLOWING ACKNOWLEDGEMENTS

1. I hereby agree to comply with all generally applicable local, state, and federal laws.

Initial

2. Based upon my knowledge and belief, the information contained in the application is true.

Initial

3. I hereby agree to indemnify, defend (at the applicant's sole cost and expense), and hold the City of Hawaiian Gardens, and its officers, officials, employees, representatives, and agents, harmless, from any and all claims, losses, damages, injuries, liabilities or losses which arise out of, or which are in any way related to, the City's issuance or failure to issue a sidewalk vending permit, the City's decision to approve or its refusal to approve the sidewalk vending permit, the operation of the sidewalk vending use and activity, and the process used by the City in making its decision. This indemnification shall include, but not be limited to, damages awarded against the City, if any, costs of suit, attorneys' fees, and other expenses incurred in connection with such claim, action, or proceeding whether incurred by the permittee, City, and/or the parties initiating or bringing such proceeding.

Initial

4. I hereby acknowledge that use of public property is at the applicant's own risk, and the City does not take any steps to ensure public property is safe or conducive to sidewalk vending operations.

Initial

Signature:

Title: _____ Date: _____

For Staff Use Only

Case #:	Permit No.:
Fee Amount:	Fees Paid: Yes <input type="checkbox"/> No <input type="checkbox"/>
Date Filed:	Received by:

**CHECKLIST
SIDEWALK VENDING APPLICATION**

	Yes	No	
1.	<input type="checkbox"/>	<input type="checkbox"/>	<i>Copy of Seller's Permit with sales tax number issued by the California Department of Tax and Fee Administration.</i>
2.	<input type="checkbox"/>	<input type="checkbox"/>	<i>Identification: Social Security Card; or valid CA Driver's license; or copy of the individual taxpayer identification number; or municipal identification number.</i>
3.	<input type="checkbox"/>	<input type="checkbox"/>	<i>Copy of Los Angeles County Public Health permit.</i>
4.	<input type="checkbox"/>	<input type="checkbox"/>	<i>Site Plan map showing where sidewalk vending will take place. Show that sidewalk maintains a minimum of 48" of accessible route area when considering the applicant's equipment and anticipated customer queue, in compliance with the Americans with Disabilities Act.</i>
5.	<input type="checkbox"/>	<input type="checkbox"/>	<i>Proof of Comprehensive Liability Insurance: Minimum policy limits: \$1,000,000 per occurrence, combined single limit coverage; and \$2,000,000 in the aggregate against any injury, death, loss or damage as a result of wrongful or negligent acts or omissions by the permittee, with an endorsement naming the city as an additional insured.</i>
6.	<input type="checkbox"/>	<input type="checkbox"/>	<i>Application fee</i>
7.	<input type="checkbox"/>	<input type="checkbox"/>	<i>LiveScan report</i>
8.	<input type="checkbox"/>	<input type="checkbox"/>	<i>Business license (To be obtained upon approval of application)</i>

ATTACHMENT A
LIVE SCAN FORM