BAY ROBERTS
CARVED BY THE SEA

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PERMIT APPLICATION – **VENDOR**

It is recommended that prior to submitting an application, discuss your application with appropriate Town staff.

Office Use Only			
Date Received:	Staff Initials:	Application #	Attached Checklist Completed: ☐ Yes ☐ No

1 – Renewal

Is this a renewal of a previous permit? ☐ Yes *Previous Permit #* _____ ☐ No

2 – Applicant Information

Applicant Name:		Mailing Address:		
Home Phone:	Work Phone:	Cell Phone:	Fax:	Email:

3 – Vendor Information & Proposed Location

Business Trade Name:	Business Legal Name:

Number of unit(s) applied for at this time:

Detailed description of vending unit(s) (e.g., cart, stand, motor vehicle)
Detailed description indicating exact dimensions and photograph(s) must be attached. Additional information may be provided on back of form.

Proposed location of vendor:	Property Owner:

Will there be electrical service provided? ☐ Yes ☐ No
Any new electrical work being completed within the Town requires approval form Service NL. A copy of Service NL's Final Electrical Certificate must be provided to the Town.

The following information is required prior to issuance of permit:

- Payment of applicable fees
- Written permission from property owner
- Service NL Food Establishment License
- Fire Department Inspection *(if required)*
- Certification from a recognized Propane Agency (*if using propane*)
- Proof of registration and insurance
- Any other requirements deemed necessary by the Town

Please be advised of the following:

- This permit is valid for one (1) year following issuance
- This permit is valid for one (1) location
- Location must be in a commercially zoned area

**Any cost(s) incurred by the Town will be billed back to the applicant/property owner (e.g., Discretionary Use or Variance advertisement)*

I hereby submit this application and confirm that the information supplied is to the best of my knowledge correct. I agree to comply with all Municipal Regulations and agree to develop in accordance with the plans approved by the municipality, and not to commence development without applicable written approval and permits from the Town of Bay Roberts. Any approval from the Town shall not relieve the applicant from complying with any further regulations of the Town or other regulatory agency.

Applicant Signature: _____ Date: _____

Property Owner Signature: _____ Date: _____

Information provided may be shared with other municipal departments for the purpose of operations & providing services.
Application must be submitted no later than 4pm, the Thursday prior to the next Council meeting (times & dates can be confirmed by calling the Town Office or visiting the website).