



**THE CORPORATION OF THE TOWN OF ERIN**

**Outdoor Vendor License Application**

By-law 21-22

The Outdoor Vendor License Application should be completed and submitted thirty (30) days prior to the proposed initial operating date, as is reasonable. For assistance, please contact Legislative Services at 519.855.4407 or clerks@erin.ca. Mail-in/drop-off your completed application to 5684 Trafalgar Rd. Hillsburgh, ON N0B 1Z0 or e-mail it in pdf format. Accessible formats of this application are available by request.

**IMPORTANT:** Completion of this application does not guarantee a license.

<b>Applicant Information</b>		
Vendor/Contact Name:		
Address:		
Phone Number(s):	(a)	(b)
Email:		
<b>Type of License – select only one (1) of the following options (50% non-refundable):</b>		
General (maximum of six months – Cost \$250.00):	<input type="checkbox"/>	
Temporary (maximum one 72 hour period – Cost \$100.00):	<input type="checkbox"/>	
Charitable Organization – (maximum of six (6) months – Cost \$0.00):	<input type="checkbox"/>	
Event Vending (One event per license – Cost \$100.00):	<input type="checkbox"/>	
Municipal Event (One event per license – Cost \$50.00):	<input type="checkbox"/>	
<b>Outdoor Vendor Classification - select only one (1) of the following options:</b>		
Outdoor Cart Vendor:	<input type="checkbox"/>	
Outdoor Mobile Vendor:	<input type="checkbox"/>	
Outdoor Stationary Vendor:	<input type="checkbox"/>	
<b>Goods for Sale – indicate type of goods that will be for sale under this license:</b>		
Food(s):		
Plant(s):		
Other:		
<b>Location(s) – list the proposed location(s) of operation (if mobile - list anticipated):</b>		
<b>Date(s) of Operation – see above or By-law for permitted time frames:</b>		
Start Date:		
End Date:		



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<b>Required Attachments with Application – check the boxes to indicate attachment</b>	
Written Authorization from Property Owner(s):	<input type="checkbox"/>
Site Plan/ Planned Route:	<input type="checkbox"/>
Proof of Approval from the jurisdictional Public Health Unit:	<input type="checkbox"/>
Proof of Liability Insurance (min:	<input type="checkbox"/>
Proof of Driver's License (if mobile):	<input type="checkbox"/>
Proof of Vehicle Insurance (if mobile):	<input type="checkbox"/>
Copy of Vehicle Permit (if mobile):	<input type="checkbox"/>
Annual Inspection by Certified Gas Fitter (if applicable):	<input type="checkbox"/>
Proof of Payment of Applicable Fee:	<input type="checkbox"/>
<b>Declaration of Compliance</b>	
<p>I, _____, hereby declare that all applicable provisions in By-law 21-22 have been complied with and there shall be continued compliance for the duration of the license.</p> <p style="text-align: right;">_____ Signature</p>	

*Note – It is the applicant's responsibility to ensure all other by-laws & policies are satisfied (i.e. tent permits, Park rental fees, etc).*

**For Office Use Only:**

<b>Departmental Approvals (to be completed by Staff):</b>		<b>DATE</b>
Building/Planning/Enforcement	Approver:	
Roads	Approver:	
Fire & Emergency Services	Approver:	

<b>Outdoor Vendor License (to be completed by Staff):</b>		
License No.:	License Fee :	Paid: <input type="checkbox"/>
Issuance Date:	Expiry Date:	
Approved By:		
Special Conditions (if any):		