



COMMUNITY DEVELOPMENT DEPARTMENT

SIDEWALK VENDING PERMIT APPLICATION

Chapter 12.44 of the Foster City Municipal Code requires any person or business engaging in sidewalk vending to obtain a Sidewalk Vending Permit. Sidewalk vending is defined as the sale of food or merchandise from a pushcart, stand, display, pedal-driven cart, wagon, showcase, rack or other nonmotorized conveyance, or from one's person, upon a public sidewalk or other pedestrian path. A vending permit shall be valid for a period of one (1) year from the date of issuance. Once issued, the permittee may apply for renewal of the permit.

How to submit your completed form:

Online: <https://permit.fostercity.org/etrakit>

Email: sidewalkvending@fostercity.org

In-person: City Hall | Community Development Department, 610 Foster City Boulevard, Foster City, CA 94404

1. BUSINESS OPERATION INFORMATION (VENDOR)

Business Name: _____

Days and Hours of Operation: _____

Number of Employees: _____

VENDOR TYPE:

STATIONARY VENDOR ROAMING VENDOR

ITEMS SOLD:

FOOD/BEVERAGE MERCHANDISE BOTH

VENDOR CART TYPE:

PUSH CART PEDAL-DRIVEN CART WAGON STAND DISPLAY RACK SHOWCASE OTHER NON-MOTORIZED CONVEYANCE

NO. OF TRASH
RECEPTACLE

CONTAINER SIZE
(20 gal. max)

CART SIZE
(72"L x 54"W x 78"H max.)

LENGTH

WIDTH

HEIGHT

2. BUSINESS OWNER INFORMATION

Owner's Name: _____

Mailing Address: _____

City / State: _____ Zip: _____

Phone Number: _____ Email: _____

3. VENDING LOCATIONS

Please indicate street intersections or address.

Location 1: _____

Location 2: _____

Location 3: _____

Location 4: _____

Location 5: _____

Location 6: _____

Roaming vendors stop only long enough to make a sale.

4. TO BE COMPLETED BY STATIONARY SIDEWALK FOOD VENDORS

(Must be operated within two hundred (200') feet of an approved and readily available toilet and handwashing facility)

Name of Facility with Toilet and Handwashing _____

Address: _____

City / State: _____ Zip: _____

Phone Number: _____ Email: _____

Days/Hours of Vendor Restroom Use: _____

If the toilet and handwashing facility are on private property, a copy of the enforceable contract between the private property owner and vendor should be submitted.

5. ADDITIONAL REQUIRED ATTACHMENTS

Along with this application, you must include a photocopy of

- Owner / Business ID
- Proof of Foster City Business License

The following items are required for ALL applications unless otherwise noted.

Each and every item is required at the time of application submittal.

APPLICATIONS WITH MISSING ITEMS WILL BE CONSIDERED INCOMPLETE.

- Valid identification, such as a State of California driver's license or identification number, an individual taxpayer identification number, or any other government-issued identification card.
- Name, address, and phone number of the sidewalk vendor.
- Proposed hours and days of operation.
- Whether the sidewalk vendor intends to operate a stationary vending cart or a roaming vending cart.
- Proposed location of operation.
- Proof of a valid City business license issued pursuant to Article 1, Title 5.
- Application or renewal fee, in an amount established by resolution of the City Council (see [Master Fee Schedule](#)).
- Valid seller's permit and any additional licenses from state or local agencies to the extent required by law.
- County health permit for food-related vending, if applicable.
- Certificate of completion of a food handler course, if applicable.
- If a cart will be used, a description of the cart including dimensions.
- Declaration that the information provided to the City is true and correct.
- Any other information as may be required by the Administrator.

I certify that I am the vendor and that the information submitted with this application is true and accurate to the best of my knowledge and belief. I understand that the City is not responsible for inaccuracies in information presented, and that inaccuracies may result in the revocation of vending permits. I understand that approval of this application does not confer any form of permanent land use entitlement to the person, group, entity, or property associated with this permit. I also understand that the permits cannot be transferred or otherwise assigned to another person or entity. I agree to abide by all local, State, and Federal requirements, including, but not limited to those listed in an associated Approval Letter issued by the City of Foster City, buffer, clearance, and permission requirements related to the location of vending, and those laws relating to minimum wage and sick leave for employees.

I HEREBY CERTIFY, UNDER PENALTY OF PERJURY, THAT I HAVE READ THE ABOVE AND THAT ALL THE INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT.

Signature of Vendor / Owner

Date

FOR OFFICIAL USE

Date Received: _____

Expiration Date: _____

Signature: _____