

APPLICATION FOR ITINERANT VENDOR PERMIT



Village of Manchester, Vermont

PO Box 482
Manchester, Vt 05254-0482
(802) 362-1515
villageofmanchester.com

**THIS APPLICATION MUST BE RECEIVED 45 DAYS PRIOR TO
THE START DATE**

Applicant: _____

Applicant's Address: _____

Business Name: _____

Email Address: _____

Phone: _____

Start Date and End Date (shall
not exceed six month): _____

Hours of Operation: _____

Employees: _____

Other Permits Required: _____

Supervisory Contacts:

Name: _____

Title: _____

Cell: _____

Describe Product, Merchandise, Wares or Services:

Describe Parking, Vehicle & Pedestrian Control:

Describe Lighting or Other Visibility Concerns/Issues:

Describe Signage to be Used*:

*Up to two on premise signs are permitted for such events. Signs may not exceed four square feet in area and shall be erected no sooner than the day of the event. Signs shall be constructed so as to remain in place, and not cause a hazard to motorists or pedestrians. Signs may not be placed on utility poles or trees in the public right of way per Sign Regulations, Section 10.6.3.1)

This application is not complete without the following.

Certificate of Insurance. A Certificate of Insurance naming the Village of Manchester an additional insured shall be required. Minimum accepted coverage shall be \$1,000,000 of public liability insurance from an insurance carrier licensed to do business in the State of Vermont, or such other amount as determined by the Village Trustees.

Fee of \$35.00

A copy of the issued/approved permit shall be on display at all times that the permitted use is occurring.

By my signature below, I attest that as an Itinerant Vendor I will be conduct my buisness in accordance with all Village of Manchester Ordinances, Bylaws and Regulations.

Signature of Applicant: _____ Date: _____

Approved: Approved with Conditions: Denied:

Conditions/Comments:

_____ Date: _____

Village of Manchester, Administrative Officer