



SIDEWALK BUSINESS LICENSE SIDEWALK VENDING PERMIT INFORMATION AND APPLICATION PACKET

Please review this information and the South Gate Municipal Code (SGMC)
Chapter 2.10 Section 2.10.150 and Section 2.10.970 prior to submitting an application.

Sidewalk Vendors include all persons who sell, exchange, offer for sale or exchange, or display for sale or exchange, any food or merchandise from a sidewalk vending cart on a public sidewalk, in a public park, or other public path provided for the exclusive use of pedestrians. Engaging in sidewalk vending without a South Gate Business License and South Gate Sidewalk Vending Permit will result in possible administrative fines and/or confiscation of perishable material.

Sidewalk Vendor Requirements (this list features significant requirements; you may refer to the SGMC for more information)

- ✓ All sidewalk vendors must obtain both a Business License and a Sidewalk Vending Permit prior to engaging in sidewalk vending in the city of South Gate.
- ✓ Everyone conducting sidewalk vending activities will require a separate City of South Gate Sidewalk Vendor Permit.
- ✓ All sidewalk vendors will need to be fingerprinted these services are provided by the City of South Gate Police Department and wear photo identification as provided by the City of South Gate Business License Division.
- ✓ A Seller's Permit issued by the California Department of Tax & Fee Administration.
- ✓ If vending food, a Health Permit issued by the Los Angeles County Department of Public Health.
- ✓ If vending food, a California Food Handlers Card
- ✓ Current Comprehensive Liability Insurance and Indemnification and Hold Harmless Agreement.

The Agencies to Contact is provided to assist applicants in navigating the South Gate Sidewalk Vending process.

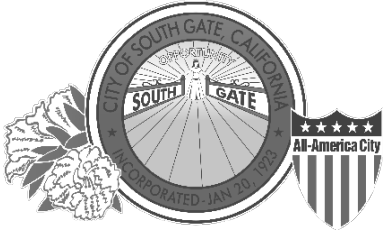
1. Review this information sheet and Chapter 2.10 Section 2.10.150 and Section 2.10.970 of the South Gate Municipal Code <https://www.codepublishing.com/CA/SouthGate>.
2. Obtain a California Sellers Permit from the California Department of Tax & Fee Administration <http://www.cdtfa.ca.gov>
3. Obtain a Los Angeles County Health Permit (for food vendors only) <http://publichealth.lacounty.gov/eh>
4. Obtain a Business License by visiting South Gate City Hall Business License Division, 8650 California Avenue, South Gate.
5. Pay the Sidewalk Vending Permit application fee to the City of South Gate 8650 California Avenue, South Gate
6. Visit the South Gate Police Department for fingerprinting at 8620 California Avenue, South Gate.
7. Visit the Community Development Department Permit Counter for zoning clearance at 8650 California Avenue, South Gate

The Application Process should be followed to ensure your Sidewalk Business License and Sidewalk Vending Permit Application is complete. This checklist will guide you with your submission of the supplemental documents and information as it pertains to your application. **Incomplete applications will not be accepted.**

Checklist – Documents Needed

- Copy of current and valid South Gate Business License or Business License application
- Copy of current and valid California Sellers Permit
- Copy of current and valid Los Angeles County Health Permit with the photograph of approved vending cart (for food vendors only)
- Copy of current and valid California Food Handlers Card (for food vendors only)
- Copy of applicant's social security card or ITIN Number (taxpayer identification number)
- Copy of applicant's California driver's license or identification, or identification card issued by another municipality or government agency.
- Proof of completion of fingerprinting (live scan) by South Gate Police Department
- Proof of comprehensive liability insurance in an amount not less than one million dollars (\$1,000,000). City of South Gate and its officers and employees must be named as additional insured, and must provide that the policy shall not terminate or be cancelled without thirty (30) days advance written notice to the City of South Gate
- Indemnification and Hold Harmless Agreement
- Map, Photo, or sketch depicting exactly where stationary sidewalk vending operations will occur or route of travel for roaming sidewalk vending operations.
- Photograph of vending cart and accessory, structures, and equipment
- Acknowledgement of Sidewalk Vendor Regulations

REMINDER once approved, the Sidewalk Business License and Sidewalk Vending Permits will expire on June 30th and new licenses and permits must be obtained on an annual basis. In addition, there is no guarantee the same location will be available each year.



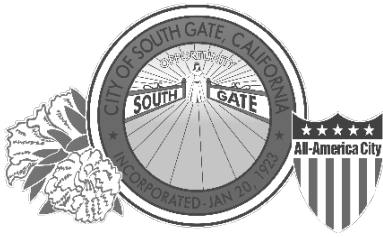
City of South Gate Business License Division
8650 California Avenue, South Gate, CA 90280
PH (323) 563-9527 FAX (323) 563-9552

Sidewalk Business License and Sidewalk Vending Permit Application

GENERAL INFORMATION	
Business Name (DBA):	Business License No:
Corporation Name (If Applicable):	Business Start Date:
Owners Name:	DL/ID No: <input type="checkbox"/> Copy attached
Business Address:	SS/TIN: <input type="checkbox"/> Copy attached
Mailing Address:	
Owners Phone No:	Email Address:
Ownership: <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> LLP <input type="checkbox"/> Trust	
<p><u>Please provide copies of the following:</u></p> <input type="checkbox"/> Map, Photo or Sketch of Proposed Location or Route <input type="checkbox"/> South Gate Business License <input type="checkbox"/> CA Sellers Permit <input type="checkbox"/> Acknowledgement of Sidewalk Vendor Regulations <input type="checkbox"/> CA Food Handlers Card <input type="checkbox"/> LA County Health Permit <input type="checkbox"/> Indemnification and Hold Harmless Agreement <input type="checkbox"/> Proof of Comprehensive Liability Insurance <input type="checkbox"/> Proof of SGPD Live Scan	

VENDING OPERATOR INFORMATION	
Primary Operator's Name:	
Primary Operator's Home Address:	
Primary Operator's Phone No:	Primary Operator's Email Address:
Primary Operator's Driver License/ID No: <input type="checkbox"/> Copy attached	Primary Operator's SSN/ITIN No: <input type="checkbox"/> Copy attached

BUSINESS OPERATIONS INFORMATION	
Type of vending operations: <input type="checkbox"/> Stationary <input type="checkbox"/> Roaming	Number of Operators: _____
Items to be offered for sale: <input type="checkbox"/> Food <input type="checkbox"/> Merchandise	<i>Each individual conducting sidewalk vending activities will require their own and separate permit.</i>
Please describe in detail the food/products you will vend:	
Day(s) you intend to vend: Su <input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F <input type="checkbox"/> Sa <input type="checkbox"/>	
Hours you intend to vend: From _____ am/pm to _____ am/pm	



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VENDING LOCATION	
Stationary vendors	Location/address of vending activities: _____
	Map, photo, or sketch showing exact location of vending activities is required to be submitted
Roaming vendors	Route/path of travel for sidewalk vending activities: _____
	Map, photo, or sketch showing exact route of travel is required to be submitted

VENDING CART INFORMATION	
Please check one cart type below for the vending activity associated with this application.	
Pushcart <input type="checkbox"/> Wagon <input type="checkbox"/> Rack <input type="checkbox"/> Pedal Driven Cart <input type="checkbox"/> Pull Cart <input type="checkbox"/> Stand <input type="checkbox"/> Other (<i>specify</i>) <input type="checkbox"/>	
Cart dimensions: Height _____	
Width _____	
Length _____	
A photograph of the cart is required to be submitted. Must include all accessory, structures, and equipment.	

WASTE RECEPTACLES	
Number of receptacles: _____	Receptacle dimensions: (H) _____ x (W) _____ x (D) _____

ACKNOWLEDGMENT AND DECLARATION	
I acknowledge that I have read and understand the requirements of South Gate Municipal Code Chapter 2.10 Section 2.10.150 and Section 2.10.970, including all location restrictions. I have read and added my initials to the Acknowledgement of Sidewalk Vendor Regulations. I declare, under penalty of perjury, that I am authorized to complete this form, and to the best of my knowledge and belief, it is a true correct, and complete statement. I understand and agree that the granting of this Permit requires my compliance with all applicable laws and regulations of the City of South Gate, as well applicable County, State, and Federal laws.	
Name: _____	Title: _____
Signature: _____	Date: _____

ADMINISTRATIVE USE ONLY	
Vending Cart Type: <input type="checkbox"/> Stationary <input type="checkbox"/> Roaming <input type="checkbox"/> Food <input type="checkbox"/> Merchandise	
Business License No: _____	Sidewalk Vending Cart No: _____
Primary Operator No: _____	Additional Operator No: _____
Additional Operator No: _____	Additional Operator No: _____
Additional Operator No: _____	Additional Operator No: _____

ACKNOWLEDGMENT OF SIDEWALK VENDOR REGULATIONS

Initial each box acknowledging that you have read and understood each regulation.

GENERAL REGULATIONS	
	All sidewalk vendors shall present, upon request, to any City Official, a valid City-issued photo identification card, business license, Sidewalk Vending Permit, and any other applicable license or permit.
	All sidewalk vendors shall only conduct vending operations at locations and/or along the route approved by the Community Development Department and shall display a copy of the Sidewalk Vending Permit and South Gate Business License at all times (as well as a Los Angeles County Health Permit, if vending food).
	Stationary sidewalk vendors are prohibited from operating in any residential zone of the City.
	Roaming sidewalk vendors shall move continuously except when necessary to complete a sale.
	Roaming sidewalk vending is prohibited in residential zones between the hours of 6 p.m. and 9 a.m. of the subsequent day
	Sidewalk vendors shall not vend to customers in vehicles unless the vehicle is lawfully parked and does not cause vehicles to stop in traffic lanes or persons to stand in traffic lanes.
	Sidewalk Vendors shall not use or operate any radio, receiving set, musical instrument, phonograph, loudspeaker, sound amplifier, or other machine or device for the producing or reproducing of sound
	Vending carts and other accessory equipment shall not touch, lean against, or be affixed or fastened at any time to a building, pole, sign, tree, lamppost, parking meter, mailbox, traffic signal, hydrant, bench, bus shelter, newsstand, waste receptacle, or other traffic barrier located in the public right-of-way
	Stationary sidewalk vendors shall not cause, allow, or suffer the placement of tables, chairs, fences, shade structures, umbrellas, other furniture, rugs, towels, fabric of any kind upon the sidewalk in conjunction with the vending operation (whether for the display of goods or any other reason). An umbrella or other shade may be used if, and only if, attached to the vending cart and not resting upon private or property and otherwise meeting size limitations for vending carts.
	Stationary vendors shall not cause, allow, or suffer the erection or placement of any signs upon a sidewalk
	Stationary sidewalk vendors shall not attach or use any water lines, electrical lines, or gas lines during the vending operation
	Stationary sidewalk vending carts cannot have visual marketing aids attached (e.g., balloons, streamers, ribbons, pinwheels, flags, etc.)
	Stationary sidewalk vendors shall remove any vending cart used in the vending operation from the sidewalk each day at the close of business
	Stationary sidewalk vendors shall maintain a separation of at least twenty-five feet (25') from any other stationary sidewalk vendor to allow for queuing and to prevent sidewalk congestion
	No vending cart may exceed an overall width of four feet (4') and height/length of six feet (6') and may not include attachments such as balloons, streamers, ribbons, pinwheels, flags, and other visual marketing aids.
	Vending carts shall not impede ADA access

REV 8/2023

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Initial each box acknowledging that you have read and understood each regulation.

LOCATION RESTRICTIONS	
Sidewalk Vendors shall not vend in any of the following locations	
	Within any parking lot or parking structure
	Within or on any median strip or dividing section of any street
	Within any private property (Including SCE and DWP easements, LA County Flood Control, UPRR train tracks)
	Within any public property that is not set aside for the exclusive use of pedestrians
	In any location that blocks or obstructs the free movement of pedestrians
	In any location where there is less than 36" of accessible path of travel, without obstruction
	In any location that blocks any entrance to buildings, driveways, parking spaces, or windows
	Within three feet (3') of the edge of any curb
	Within twenty-five feet (25') of any street intersection
	Within twenty-five feet (25') of any traffic control device (including traffic signals and traffic signs)
	Within twenty-five feet (25') of any fire hydrant or connection, fire call box, or other emergency facility
	Within twenty-five feet (25') of any driveway apron
	Within twenty-five feet (25') of any marked crosswalk
	Within twenty-five feet (25') of any bus bench or bus shelter
	Within twenty-five feet (25') of any entrance or emergency exit of any business during the hours that the business is open to the public or to persons having or conducting lawful business therein
	Within five hundred feet (500') of any Farmers Market, Swap Meet, or Temporary Special Event during hours of operation of such events
	Within one hundred feet (100') of any playground, recreational water feature, or exercise area in a park, while said area is in use. <i>(Applicable to Stationary Sidewalk Vendors)</i>
	Within one hundred feet (100') of any restroom facility in a park. <i>(Applicable to Stationary Sidewalk Vendors)</i>
	Within five hundred feet (500') of the nearest property line of any school between 6 am and 6 pm of any school day. <i>(Applicable to Stationary Sidewalk Vendors)</i>
	Within one hundred feet (100') of any field, court, pitch or other area inside of a park designed for use in a sporting activity, while said area is in use. <i>(Applicable to Stationary Sidewalk Vendors)</i>

REV 8/2023