Affidavit by Vendor for Application of Temporary Vending Permit

As a Temporary Vendor at the Following Address:

I, ____________________________________________, agree to abide by City of Roanoke Ordinance 97-107 concerning “temporary vending Permits,” and I have been given a copy of and have read this ordinance. Particularly, I affirm:

1. I have a valid and current Sales Tax Identification Number: ____________________________

2. If I am selling food products of any kind, that I have acquired the proper certification from the City of Roanoke’s Health Inspector and have re-imbursted the City for the required fee for my inspection.

3. I am selling only event related merchandise and/or services.

4. I will insure that my booth meets the following requirements:
   A. Is a minimum of 100 S.F. and maximum of 300 S.F. area,
   B. Is a motor home, trailer, temporary booth, or physical partitions, and
   C. Is covered with a roof or awning.

5. I have written permission of the Land Owner and/or a copy of his/her Land Owner’s Temporary Vending permit, and a copy of the Site Plan for the location of my booth(s).

6. I have paid the required one hundred dollars ($100.00) for each and every booth that I will be operating.

7. I have directly on and/or in each and every booth under my operation one (1) currently serviced and inspected fire extinguisher.

8. I realize that the set-up and take-down of my Booth(s) is one day prior to and one day after the Event. I realize that the hours of Booth operation are between 6:00 am and 11:00 pm on each and every day of the Event.

9. I realize that I must be at least twenty feet (20 ft) from the improved portion of public roads and/or highways.

________________________________________   ____________________________
Signature of Vendor                        Date

_____________________________    ____________________________
Address                             Phone #

A Copy of this Affidavit is Your Temporary Permit and Must be Displayed at the Event!
Affidavit by Land Owner for Application of Temporary Vending Permit

As Land Owner of Property at the Following Address:

I, ____________________________, agree to abide by City of Roanoke Ordinance 97-106 concerning "temporary vending permits," and I have been given a copy of and have read this ordinance.

Particularly, I affirm:

1. My property has an approved and permanent driveway to said property.

2. My property is not zoned, nor occupied, nor used as a residence of any kind.

3. I am applying for this permit at least three (3) days prior to the event.

4. I have submitted a site plan or legible drawing showing the location of any and all vending activities, to include the following:
   A. a minimum of one portable toilet for each two (2) vendors.
   B. one (1) 39 gallon or larger trash receptacle for each vendor.
   C. a minimum of six hundred feet (600 ft) of improved parking for each vendor.

5. I have paid the required twenty five dollars ($25.00) annual fee for each tract of land to be used for vending.

6. I realize that the vending hours are between 6:00 am and 11:00 pm on each and every day of the event only, that merchandise and/or services must be related to the event, vending booths must be twenty feet (20ft) from the improved portion of the public road or highway, that all vendors must have a valid Roanoke City Vendor's Permit, that booth set-up and take-down is one day before and one day after the event respectively.

Signature of Land Owner ____________________________ Date ____________

Business Phone # __________ Home Phone # __________

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