



VENDOR PERMIT APPLICATION for Special Events

Date(s) of Event: _____ Name of Event: _____

Date of Application: _____ Event Location: _____

VENDOR APPLICANT INFORMATION

Vendor Business Name: _____

Name of Business Owner: _____

Name of Authorized Representative (*if different than owner*): _____

Phone Number(s): _____

Email: _____ Mailing Address: _____

City/Zip: _____

MOBILE OPERATION DESCRIPTION

• My operation includes (*check all that apply*): Food Sales Merchandise Sales Other: _____

• My mobile unit is: Tent/Canopy *with* sides Tent/Canopy *without* sides
 Truck/Van/Trailer Food Cart/Kiosk Other: _____

• My mobile unit's approximate dimensions when setup: _____ L x _____ W x _____ H

• Additional space needed for other equipment/supplies: _____ L x _____ W None
(i.e. coolers/tables, awning, vehicle, generator...)

• Briefly summarize products or food items available for sale:

• **Please check all that apply:**

Access to City utilities is needed, if available: potable water power; *maximum watts needed*: _____

I will bring a generator to power my operations. Make/Model: _____

A propane/LPG tank will be used in my operations. Size: _____

A Coleman style cook stove or other type of heating device will be used. Describe other: _____

A current fire extinguisher with a minimum size and rating of 2A10BC (or Type K if cooking with grease) will be easily accessible in my mobile unit.

My operation includes cooking with grease.

My Skagit County Health Permit is current for mobile food operations.

I have applied for a Skagit County Health Permit. Approval anticipated by (date): _____

My L&I inspection permit for mobile food operations is current.

I have applied for the required L&I inspection permit. Approval anticipated by (date): _____

My operation does not require an L&I inspection permit.

Return your vendor application to your Event Organizer.

Organizers must forward all applications to Burlington Parks & Recreation at least 30-days prior to event date.

AGREEMENT and INDEMNIFICATION

I, the applicant, agree and understand that it is my responsibility to oversee all contractors, vendors or parties affiliated with my vending operation and to insure compliance with all policies, rules, regulations, guidelines and ordinances of the State of Washington and the City of Burlington. I understand that any violations may result in immediate revocation of the permit. I understand that the permit is non-transferable and, if approved, must be displayed throughout the event duration.

I further agree to defend, to indemnify and to hold and save the City of Burlington, its elected officials, appointed officers, employees, and agents harmless from and against all liability, claims, suits, damages, costs, losses and expenses, including expenses of litigation which includes attorney fees, in any manner resulting from, arising out of or connected with any loss or damage to any act or omission of the user or any officer, agent, employee, guest or visitor in or about the facilities during the event to be held. By hereby affixing my signature, I certify that I am the owner of the above named business or an authorized representative of the owner.

➤ Signature of Applicant: _____ Date: _____

Received by Parks and Recreation: _____ Date: _____

Approved by Fire Marshal: _____ Date: _____

SUBMITTAL OF VENDOR PERMIT APPLICATION

Return your completed permit application to your Event Organizer. The organizer is required to submit all applications from their invited vendors to the City of Burlington at least 30 days prior to event start date. Be sure to return your application to the Event Organizer with enough advance in order for the organizer to meet that deadline.

Your permit application to participate in the event is not considered approved until confirmed by the City of Burlington Fire Marshal.

SKAGIT COUNTY HEALTH DEPARTMENT PERMIT

All food vendors conducting sales within Skagit County must possess a valid health permit for mobile food sales issued by Skagit County. Visit www.skagitcounty.net/food for more information or phone the Environmental Health Division at 360-416-1500.

LABOR AND INDUSTRIES INSPECTION PERMIT

All food vendors operating from a unit built on a permanent chassis which includes electrical, plumbing or gas piping must have a current inspection permit issued by Washington State Labor & Industries posted on their mobile unit. Visit <http://www.lni.wa.gov/TradesLicensing/FAS/FoodTruckTrailer/> or contact Labor & Industries at 360-902-5218 for more information.

RECYCLING

Washington State law requires a recycling program at any "...official gathering and sports facility in communities where recycling services are available." The law states that vendors who sell beverages in single-use aluminum, glass, or plastic bottles or cans are responsible for providing the recycling program at events. Please visit the Washington State Department of Ecology's website for complete information regarding the law, www.ecy.wa.gov (RCW 70.93.093) or phone 1-800-RECYCLE.