

VENDOR PERMIT PROCESS

I. Explanation of the Vendor Permit Process:

If this is a *food service* vending application, the applicant must also apply to the Chatham Health District for a permit. The information can be obtained by going to the Town of Hebron website, www.hebronct.com, local information, community links, scroll to the Chatham Health District or call them at 860-267-9601 for a food service application.

1. Peddler/Vender applies for the permit with the Town Clerk.
2. Copy both sides of your driver license and attach to application.
3. The Resident State Trooper must approve the application.
4. The Town Manager must approve the application and may request a meeting with the applicant.
5. The Town Clerk signs and charges appropriate application/vender fees. (\$3 daily, \$20 for six months, or exempt.) per applicant.
6. Once approved the Town Clerk prepares a certificate/license for the applicant.
7. Town Clerk assigns a volume and page to the application and files it in the Vender book for public inspection.

II. Steps the Applicant must complete to obtain a permit:

Please submit to the Town Clerk the following for *each person* who will be vending/peddling within the town:

- Application Form (below)
- Copy of Driver License (front & back)
- Appropriate fee (Please refer to item # 5 above)

TOWN OF HEBRON

APPLICATION AND LICENSE FOR PUBLIC VENDORS AND PEDDLERS

Name _____

Address _____

Home Phone _____ Business Phone _____

Date of Birth _____ Place of Birth _____

Name and Address of Employer _____

How long have you been employed? _____

Product to be sold _____

Solicitation may be made between the hours of 8:00 AM and 6:00 PM.

Length of Time license is applied for _____ days _____ six months.

If license is for one day, state date required (must be more than five days from date of application unless waiting period is waived).

Have you ever been arrested other than motor vehicle charge? YES _____ NO _____

If yes, state date, place, charge, and disposition _____

Description of vehicle: _____

Vehicle Marker Number: _____

Driver's License Number and State Registered: _____

Attach a legible copy of the front and back of your driver license _____

Application Fee: Twenty dollars (\$20.00) for six months from date of issue or
Three dollars (\$3.00) per day
No fee for qualified residents of the Town of Hebron

Date of Application _____ Signed _____

Applicant

Date License Issued _____ Signed _____

Town Clerk

Signed _____

Town Manager

Signed _____

Resident Trooper