



CITY OF WACO

INSPECTION SERVICES DEPARTMENT
P.O. BOX 2570
WACO, TX 76702-2570

PRIVATE OPEN AIR VENDING

DATE SUBMITTED _____

NEW APPLICATION _____

ADDRESS OF VENDING LOCATION

RENEWAL _____

APPLICANT

NAME (PRINTED) _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

PHONE NUMBER _____ FAX# OR EMAIL _____

DESCRIBE BELOW THE TYPE OF PRODUCTS THAT WILL BE SOLD

Note: Food vendors will be regulated by the Waco-McLennan County Public Health District.

WILL THE VENDING FACILITY REQUIRE ELECTRICITY _____ YES _____ NO

Note: A licensed electrician must install any required wiring or circuits. All electrical installations must be permitted & inspected.

PROPERTY OWNER – SIGNATURE REQUIRED (A LETTER MAY BE SUBSTITUTED)

NAME _____ **SIGNATURE** _____

ADDRESS _____

PHONE NUMBER _____

VENDOR REQUIREMENTS

1. The vendor must provide evidence that you either own or have written permission from the property owner to use the property where the open air vending will take place.
2. If there are residences, public or private schools, parks or property owned by a governmental entity within 200 feet of the vending site, then the applicant shall submit a written statement, along with the permit application, from the owner(s) of the residence or other properties listed above, which states that the owner has no objection to the placement of such a vendor.
3. The applicant shall provide detailed site plan of the vending facility (the base unit, canopies, displays) Signs will be restricted to the vending unit only. All signs are subject to approval by City staff.
4. A permitted and inspected temporary electrical pole and service may be installed and power provided via cord and plug to the vending unit if electricity is required. THE VENDOR WILL BE RESPONSIBLE FOR THE PROPER AND LEGAL DISPOSAL OF ALL LIQUID AND SOLID WASTE.
5. Any structures (canopies, awnings, enclosures, etc...) that are built for any reason around the vending site must first be approved by the Inspection Services Department. Please call (254) 750-5612 for more information. Any changes to the vending unit or vending site, without prior approval from the City of Waco Inspection Services Department will void the open air vending permit.
6. All open air vending permits will expire after 1 year. If the vending operation will last longer than 1 year the vendor must renew with the City of Waco for an open air vending permit. All applicable fees and eligibility requirements will apply each time a permit is applied for.
7. THE OPEN AIR VENDING PERMIT WILL ONLY BE VALID FOR APPLICANT AND FOR THE ADDRESS LISTED AS THE "VENDING LOCATION" ON THIS APPLICATION. **PERMITS ARE NOT TRANSFERABLE**
8. All provision of the open air vending ordinance must be followed. A copy of this ordinance may be found at: www.waco-texas.com

PLEASE READ AND INITIAL ITEMS 1 THRU 8. BY SIGNING THIS APPLICATION YOU ARE AGREEING TO THE ITEMS LISTED ABOVE AND TO FOLLOW ALL PROVISIONS OF THE CITY OF WACO OPEN AIR VENDING ORDINANCE. A COPY OF THIS ORDINANCE WILL BE PROVIDED UPON REQUEST. PLEASE ALLOW 2 BUSINESS DAYS FOR THIS APPLICATION TO BE PROCESSED.

Applicant Signature _____ Date_____

OFFICE USE ONLY

Waco-McLennan County Health District _____

Vending Site Zone _____ Vending Allowed _____

200 Foot Letters Attached _____ Site Plan _____

APPROVED _____

DENIED _____

Inspector _____ Date _____

Comments: _____

