



**Seattle Department of Transportation
Street Use Division**
700 Fifth Avenue, Suite 2300 | P.O. Box 34996
Seattle, Washington 98124-4996
(206) 684-5267 | annualpermits@seattle.gov

SDOT Permit Number(s)

Decal Number _____

(Official Use Only)

PUBLIC SPACE MANAGEMENT VENDING PERMIT APPLICATION

Seattle Municipal Code (SMC) 15.04, 15.17

Intake by: _____

(Official Use Only)

1 APPLICATION DATE

(mo/day/year)

2 VENDING ADDRESS (Vending location or nearest address)

Address Number

Street Name (include NE, SW, Ave, St, Blvd, etc.)

3 VENDING DESCRIPTION

EXAMPLES:

- We are hosting a wedding and a food truck vendor will serve tacos from 6 p.m to 10 p.m.
- I plan to vend Asian fusion cuisine from my food truck in South Lake Union. This will occur on a weekly basis and I have listed the schedule in Section 6 of this form.

Note: Include type of cuisine and/or what is being vended.

Vending Description

4 EXISTING PERMIT

Are you currently permitted at this site?

If yes, provide: Vending Permit # Expiration Date

INSPECTOR WARNING

Verbal Written Warning Number

Note: Failure to notify Street Use of Inspector Warning could cause delays in permit processing and may lead to additional fees or fines.

5 VENDING TYPE (Check all that apply)

STADIUM EVENT VENDING - see **Client Assistance Memo (CAM) 2508**

- Spring/Summer - April through September (19C)
- Fall/Winter - October through March (19D)

FOOD-VEHICLE ZONE - see **CAM 2507**

- DAY 6 a.m. to 8 p.m. (19G)
- NIGHT 8 p.m. to 6 a.m. (19H)

SIDEWALK/PLAZA VENDING - see **CAM 2501**

- DAY 6 a.m. to 8 p.m. (19E)
- NIGHT 8 p.m. to 6 a.m. (19F)

OTHER - see **CAMs 2509 and 2510**

- First Amendment Vending (19B)
- Temporary Curb Space Vending (for weddings and other events) (19I)
- Mobile-Route Food Vending (for example, ice cream trucks) (19J)

6 VENDING DAYS AND HOURS

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
EXAMPLE:	10 a.m. - 2 p.m.		10 a.m. - 2 p.m.			10 a.m. - 2 p.m.	

Desired Start Date (mo/day/year)

7 VENDING FACILITY AND AREA

VENDING FROM:

- Cart
- Truck
- Trailer
- Truck and Trailer Combined
- Other

Dimensions of Cart, Truck, Trailer, or Combined Truck-Trailer		License Plate Number
Length (feet)	Width (feet)	
<small>(Overall length during operations including hitch points or protrusions measured from bumper to bumper)</small>		
<input type="text"/>	<input type="text"/>	<input type="text"/>

AREA REQUESTED FOR USE (Check all that apply)

- Sidewalk/Plaza
- Curb Space/Parking Lane
- Mobile-route Vending (such as ice cream truck - provide map of route)
- Other

8 REQUIRED AT APPLICATION

- Deposit for Permit Review
- Site Plan
- Seattle & King County Department of Public Health Mobile Food Unit Permit
- Seattle & King County Department of Public Health Use of Restroom Agreement
- Seattle Fire Marshal Permit
- Seattle Business License
- Liability Insurance with Endorsements - see **CAM 2102**
- Photo(s) of vending cart or food vehicle
- Copy of menu

ADDITIONAL DOCUMENTS OR APPROVALS THAT MAY BE REQUIRED PRIOR TO PERMIT ISSUANCE

- Historic or International District Approval
- Access Affidavit
- Public Notice Contact List
- Parks Department Recommendation
- Nonprofit Organization Registration

9 VENDOR

Name:	SDOT Customer ID Number:
Company (required):	SDOT Company ID Number:
Mailing Address (include city, state, zip):	Office/Home Phone Number:
	Mobile Phone Number:
	Email Address:

10 APPLICANT (Person applying for permit)

Applicant is the:

- Vendor (Skip this section)
- Event Host
- Adjacent Business
- Other

Name:	SDOT Customer ID Number:
Company:	SDOT Company ID Number:
Mailing Address (include city, state, zip):	Office/Home Phone Number:
	Mobile Phone Number:
	Email Address:

11 FINANCIALLY RESPONSIBLE PARTY (Permittee/Billing Party)

Financially Responsible Party is the:

- Vendor (skip this section)
- Applicant (skip this section)
- Other (complete the section below)

Name:	SDOT Customer ID Number:
Company:	SDOT Company ID Number:
Mailing Address (include city, state, zip):	Office/Home Phone Number:
	Mobile Phone Number:
	Email Address:

12 24-HOUR CONTACT

24-Hour Contact is the:

- Vendor (skip this section)
- Applicant (skip this section)
- Financially Responsible Party (skip this section)
- Other (complete the section below)

Name:	SDOT Customer ID Number:
Company:	SDOT Company ID Number:
Mailing Address (include city, state, zip):	Office/Home Phone Number:
	Mobile Phone Number:
	Email Address:

13 TERMS AND CONDITIONS

Indemnification: The Permittee agrees to defend, indemnify, and hold harmless the City of Seattle, its officials, officers, employees, and agents against: (1) any liability, claims, causes of action, judgments, or expenses, including reasonable attorney fees, resulting directly or indirectly from any act or omission of the Permittee, its subcontractors, anyone directly or indirectly employed by them, and anyone for whose acts or omissions they may be liable, arising out of the Permittee's use or occupancy of the public right of way; and (2) all loss by the failure of the Permittee to fully or adequately perform, in any respect, all authorizations or obligations under the Permit.

Acceptance of terms, conditions, and requirements: Permittee shall accept the terms, conditions, and requirements of the permit and agree to comply with them to the satisfaction of the Seattle Department of Transportation, Street Use

Division. Permittee further agrees to comply with all applicable city ordinances, including but not limited to Title 15 SMC, and all applicable requirements of state and federal law. Work shall begin within six months from the date of approval unless other arrangements are made, otherwise the application shall be void.

Applicant/Permittee or Authorized Agent Statement: I declare under penalty of perjury under the laws of the State of Washington that: I am the Applicant/Permittee OR the authorized agent of the Applicant/Permittee; that the information provided is correct and complete; and that I have the authority to bind the Applicant/Permittee to this application.

Deposits, Charges, and Future Billings: The Permittee is responsible for all permit charges. If a deposit was made for estimated future Street Use services, any unused portion of the deposit will be refunded to the Applicant/Permittee. Any charges in excess of the deposit will be billed to the Applicant/Permittee.

APPLICANT SIGNATURE

DATE