

SIDEWALK VENDORS PERMIT REQUIREMENTS [BL2023-1647](#)

<u>Required</u>	<u>Provided</u>	<u>Requirements</u>
<input type="checkbox"/>	<input type="checkbox"/>	Completed Street Vendors/Sidewalk Permit Application
<input type="checkbox"/>	<input type="checkbox"/>	Street Vendors Application Fee of \$100 (non-refundable)
<input type="checkbox"/>	<input type="checkbox"/>	Business License from your county clerk and/or city of record
<input type="checkbox"/>	<input type="checkbox"/>	Copy of General Liability Insurance with minimum \$1,000,000.00 coverage
<input type="checkbox"/>	<input type="checkbox"/>	The following must be printed on your insurance certificate Accord, by the insurance provider and it must state in the Description of Operations field the following (The Metropolitan Government of Nashville-Davidson County is listed as the additional insured.) In the Certificate Holder field, the provider must include the following: The Metropolitan Government of Nashville-Davidson County Metro Legal & Claims, c/o Insurance and Safety Division 222 3 rd Avenue North, Suite 501 Nashville, TN 37201
<input type="checkbox"/>	<input type="checkbox"/>	Photo of vendor's cart/stand. The vendor's cart must meet size restrictions/requirements of 4 feet by 6 feet by 7 feet
<input type="checkbox"/>	<input type="checkbox"/>	Three passport-sized photos of owner/vendor operating the business.
<input type="checkbox"/>	<input type="checkbox"/>	Copy of a valid Driver's License / Identification Card
<input type="checkbox"/>	<input type="checkbox"/>	Copy of Health Permit (if applicable)
<input type="checkbox"/>	<input type="checkbox"/>	Copy of Fire Permit (if applicable)

NDOT APPLICATION FOR SIDEWALK VENDORS (BL2023-1647)

I hereby understand and acknowledge that by submitting this application and signing below I am agreeing to indemnify and hold harmless the Metropolitan Government from any and all claims arising out of the operation of sidewalk vending by the applicant.

• **Please Select One:**

Application for Sidewalk Encroachment Permit

Renewal Application for Sidewalk Encroachment Permit

Vendor Location: (address or cross streets) _____

Complete description of the food or merchandise offered for sale or exchange. *Note: Food and Beverage vendors must have a Health Permit from local Health Department and/or Fire Inspection.

• **Business Information:**

Advertised Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Type of Entity: _____ Email Address: _____

• **Owner's Information (Identify owner, officers, and/or partners. Attach extra sheet if necessary):**

Name: _____ Driver's License #: _____

Title: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____ Title: _____

Applicant's Name: _____ Driver's License #: _____

Title: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____ Title: _____

• **Responsible Associate (if applicable):**

Contact Agent (sign name): _____

Contact Agent (print name): _____

Phone: _____

Email Address: _____

Contact Agent (sign name): _____

Contact Agent (print name): _____

Phone: _____

Email Address: _____

• **Signature of Owners or Corporate Officer (all owners must sign):**

Signature: _____

Signature: _____

Signature: _____

Signature: _____

Make remittance payable to "NDOT"

Office located at 720 South 5th St, Nashville, TN 37206

Phone # (615) 862-8782

Please note: This permit is exclusively issued for NDOT approved occupancy in the public right-of-way. Requests for approvals on private property (such as parking lot spaces) may require a permit from Metro Codes.

Office Use

Date: _____

Vendor Permit: _____

Business Number: _____

Expiration Date: _____