

**APPLICATION FOR VENDOR LICENSE
CITY OF COHOES
CITY HALL, COHOES, NY 12047-2897**

INFORMATION ABOUT YOU AND YOUR BUSINESS

Name: _____

Mailing Address: _____

Telephone: (Day) _____ (Night) _____ E-mail: _____

Are you self-employed? _____ If no, by whom are you employed? _____

Business address and phone: _____

If you are representing a business that you do not own, you must have written credentials establishing your position and authority to act as agent of the business.

You must submit proof of age, address and identification of the applicant in the form of appropriate photo identification such as driver's license or passport, a photocopy of which shall be retained.

Have you ever been convicted of a felony, misdemeanor, or local law violation? _____

If yes, the nature of the offense or violation, the penalty or punishment imposed, the date when and place where such offense occurred, and other pertinent details thereof: _____

Are you currently or have you ever been on parole or probation? _____ If yes, when and where and by what agency? _____

Have you ever been known by any other name or alias? _____ If yes, list other names?

A brief description of the nature, character and quality of goods, wares or merchandise to be offered for sale: _____

The specific location in which the vendor intends to conduct business: _____

[If a motor vehicle is to be used, a description of the vehicle together with the motor vehicle and proof of registration (a photocopy of which shall be retained) and license plate number _____

A complete listing of any other licenses or permits issued to the applicant by the Municipality within the five years immediately preceding the date of the application _____

Other municipalities that have issued a vending license or permit to applicant _____

Applicant must provide proof of possession of any other required license or permit, if one is required for one's business under federal, state, or local law. Or if applicant is exempt from any of the requirements herein because of a federal or state license or permit, applicant must provide proof of possession.

Applicant should provide two recent passport size photographs. The Cohoes Police Department may be able to facilitate taking said photographs.

Is this application for an annual, seasonal, or temporary (special event) license? _____

If it is for a special event, has your organization applied for use of City property (if necessary, see § 198-32 of City Code) _____

Is the special event sponsored by an organization(s) that is/are political, charitable, religious or other non-commercial or not-for-profit? _____

Fees – Any vendor granted a vending license under this article shall pay an annual license fee of \$500 or \$125 for a three-month period. Any vendor granted a temporary vending permit for special events shall pay a fee of \$30 for each day of vending permitted.

The following are exempt from Fees:

- (1) Persons conducting business activities directly connected with interstate commerce;
- (2) Persons conducting business activities that are exempt under New York State law;
- (3) Vendors participating in special events conducted or sponsored by civic, charitable, religious, patriotic, philanthropic, social service, health, welfare, benevolent, educational, cultural, fraternal, or not-for-profit organizations whose principal place of business or activity is within the City of Cohoes.

Vending between 9:00 PM and 9:00 AM is illegal.

See § 198-37 of the City Code regarding Littering and Trash Removal.

See §§ 198-38 and 39 of the City Code regarding Restrictions and Prohibited Conduct.

See § 198-29 regarding a County Health Inspection:

Any application for a vending license to engage in the sale, whether for a charge or for free, of food or beverages shall also be referred to the County Department of Health for approval and issuance of a certificate of health inspection, or health permit, in addition to the regular vending license. The applicant's equipment shall be subject to inspections by the Health Department and the Clerk at the time of application and at periodic intervals thereafter.

[Attach other sheets if necessary to answer any of the above questions fully]