



Licensing Division
City of Bend
710 NW Wall Street, Bend OR 97703
(541) 388-5580 option 8
www.bendoregon.gov/businesslicense

SIDEWALK VENDOR LICENSE ACKNOWLEDGEMENT

This submittal form is to be completed as part of your application with the City of Bend. *Download this form before completing fillable fields*, then upload with your application through the Online Permit Center at www.bendoregon.gov/permitcenter.

Review and Initial Each Item:

1. For purposes of these guidelines, “vending” means selling food, beverages or goods from a truck, car, other vehicle, or from any container in rights-of-way or publicly owned property administered by the City of Bend or on property owned by the City of Bend. _____
2. The Permittee’s use of the right-of-way or public property will not interfere with existing utilities, pedestrian use or pose a hazard to vehicular traffic. There will be an accessible pedestrian passageway of at least 5 ft. maintained. The use will be in compliance with applicable vision clearance requirements. _____
3. No Permittee may block any public facilities, such as kiosks, disabled access, bike racks, entrances to buildings, or sidewalks. _____
4. Permittees may not place anything, including barricades or signs, on public property or rights-of-way without written City approval. _____
5. A sidewalk vendor may not provide customer seating. _____
6. Vendor carts shall be **self-contained** (no external power sources necessary, either electrical or with a generator) units no larger than 25 square feet. **Only** the self-contained unit, up to two garbage/recycling receptacles and a single chair for the use of the vendor only may be placed in the public right-of-way and must all fit within the designated 25 square foot area. _____
7. All cooking systems must be approved by the Bend Fire Department **prior** to submittal of this application. _____
8. No electrical cords or electrical generators are allowed. _____
9. Permittee is required to provide a minimum of two impermeable mats – one to be placed under the cart area to cover prep/cooking area and the other at the customer serving area. The City may waive the requirement for the under-cart mat if the cart is designed to control and contain spillage by food preparer/server. _____
10. Permittee may operate at the location specified on the permit. The permittee is expected to operate during the hours and days indicated in the application. _____
11. A sidewalk vendor may not sell merchandise within one-half block of a permanent retailer that sells the same type of item. _____

12. Permittee shall maintain the area within ten feet of the cart, free from litter and debris at all times. All litter and debris shall be disposed of in the Permittee's trash receptacles.

13. Permittee is required to clean all surfaces soiled by his/her use of the public property. If a site becomes soiled from the Permittee's cart or customers, Permittee will be notified by the City and have 10 days to remedy the situation. If not remedied to City's expectations, Permittee will immediately cease operations, and the City will use the Permittee's deposit to remedy the situation. _____
14. Permittee acknowledges that the permit must be displayed on the vending unit at all times.

15. Permittee assumes all risks associated with the use of the right of way; specifically agrees to indemnify, pay and hold the City of Bend harmless from any liability for loss of any kind.

16. No sidewalk vendor may operate within the area of any permitted special event without permission of the event organizer. Note: A Sidewalk Vendor permit will not be valid during special events downtown. If a Sidewalk Vendor is interested in vending during a special event, they need to contact the appropriate event planner for information. _____

Signature

By signing this document, I acknowledge that I have read, initialed, and understand the requirements and responsibilities as set forth in this document and the **City of Bend Code Chapter 7.20** for the Sidewalk Vendor License. I warrant that the information provided in this form is true and agree that by typing my name in the signature box I am providing an electronic signature that is the legal equivalent of my manual signature on this application. Disclosure: Information on this application is a public record subject to disclosure upon request under the Oregon Public Records Law unless an exemption applies.

Applicant Name

Date

LIC – Sidewalk Vendor License Acknowledgement - Last Revised Date: 05/20/2024.



Accommodation Information for People with Disabilities

To obtain this information in an alternate format such as Braille, large print, electronic formats, etc. please contact the Licensing Division at licensing@bendoregon.gov or (541) 388-5580 ext. 8; Relay Users Dial 7-1-1.