



City of Johnstown Street Vendor/Peddler's Registration Form

Welcome to the City of Johnstown. The City takes the health and welfare of our residents and visitors very seriously. The issuance of a Street Vendor License insures the safety and quality of the food and/or beverages provided and the individuals providing the services. Providing said services, for profit or non-profit, in the City of Johnstown is illegal without appropriate licenses. All licenses are specific to one (1) stand and/or owner, and are limited to one (1) trailer or one (1) cart. In addition to the guidelines on your specific application, please note the following in regards:

- All Annual Street Vendor Licenses expire on December 31st of the current year and are not pro-rated. Monthly Street Vendor Licenses are valid for thirty (30) calendar days.
- Street Vendor Licenses are not transferable and are non-refundable.
- All licenses are subject to suspension and/or revocation for failure to follow all local, state, and/or federal laws and guidelines.
- You are permitted to operate within zoned business corridors. You are required to maintain a five (5) foot pedestrian right-of-way at all times and keep a clean and litter-free area around your stand/cart.
- You are required to maintain a 15' minimum distance from the entrance of a business, and a minimum distance of 50' from another vendor and/or business with similar trade (i.e. hot dog cart in proximity of a restaurant).
- Vendors are required to display, list, or tag the pricing(s) for all food, beverages, and/or merchandise provided. Failure to provide said pricing(s) is subject to the suspension and/or revocation of license.
- All equipment must meet the standards for Mobile Food Facilities as regulated by the PA Department of Agriculture.
- All stands are required to have potable water, the ability to warm water for utensil washing, soap & towels for hand washing, a certificated fire extinguisher, and an approved sanitizing solution.
- Appropriately equipped heating and refrigeration units capable of holding hot foods at or over 135°F and cold foods at or below 41°F.
- All food vendors must display ServSafe certificate on site.

Please provide the following information/attachments along with the completed registration form:

- Completed registration form and check for applicable license fee(s).
- A copy of PA Food Employee certification card for supervising staff person.
- Proof of location approval (lease agreements, letter, etc.)
- A detailed listing of proposed foods and/or menu

Please review the enclosure, provide all applicable information and return with appropriate payment. You will be notified within 5 – 10 business days of submission of the status of your application. Feel free to contact the City at 814.539.2504 (Option 1 – Community Economic Development, Option 7 – Administrative Assistant) with any questions or concerns you may have.

Return completed registration form with payment and applicable attachments to:

**City of Johnstown
Codes & Permits
401 Main Street, Room 200
Johnstown, PA 15901**



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A Street Vendor License is required for all on-street food, beverage, and/or merchandise vendors/stands in the City of Johnstown. All licenses are specific to one (1) stand and/or owner, and are limited to one (1) trailer or one (1) cart. You are required to have a license for each stand, whether side-by-side or separate. **Each stand must have a valid license on display.**

1. Vendor Set-Up Information

Location(s): _____ Date(s): _____

2. General Information

Business Name: _____

Soc. Sec. # or Federal ID #: _____ Central Tax ID #: _____

Business Address: _____

Mailing Address (if different than above): _____

Business Phone: _____ Cell Phone: _____ EMAIL: _____

Type of Organization: Sole Proprietorship Partnership Corporation
Association Fiduciary *Date Incorporated: _____
Nature of Business: Food/Beverage Retail Service *State: _____

Owner's Name: _____

Owner's Address (if different than above): _____

Owner's Phone: _____ Cell Phone: _____

3. Name of Person Managing Event

Name: _____

Address: _____

Soc. Sec. # _____ D.O.B. _____

Weight: _____ Height: _____ Eye Color: _____ Male Female

4. License Fees

Daily License: Number of Days: _____ X \$20.00 per day = \$_____ Amount Due

Monthly License**: \$100.00 _____

Annual License: \$500.00 _____

Subject to meet all applicable requirements and monthly renewal(s)

Checks or Money Orders to be made payable to: **City of Johnstown**

Check box to pay online via credit Card

If you choose this option, online bill pay instructions will be sent to the email address provided above.

I, _____, verify that the statements made in the foregoing application are true and correct and to the best of my knowledge, information, and belief. I understand that false statements herein made are subject to the penalties of 18PA C.S. 4906 relating to false reports to Law Enforcement Authorities.

Name & Title: _____ Date: _____

Signature: _____