

Procedure for Obtaining a Vending Permit

For Outdoor Dining during limited capacity

1. Submit the following information to the Clerk's office
 - a. Completed Vending Permit application
 - b. Sketch or Drawing of proposed area
 - c. Check made out to Chesterfield Township for all applicable permit fees.
2. If your proposed outdoor seating area utilizes electricity or signs, you must also apply for electrical and sign permits. You may submit these permit applications and the applicable fees with this vending permit package and they will be considered at the same time.
3. Once your application has been reviewed and approved by Planning, Code Enforcement and Public Safety, the Clerk will issue your vending permit.

Additional Items Required with Application:

- Copy of Driver License for applicant
- Copy of Sales Tax License
- Map of Vending Location

Fees*: \$50 Permit Fee

*All bond requirements are waived for permits accompanying this application.

*Please refer to the township website for electrical and sign permit fees and applications.

Permit valid for a maximum of 90 days.

CHARTER TOWNSHIP OF CHESTERFIELD

Vending Permit Application

Date: _____

Name of applicant/company: _____

Name of person responsible: _____

Driver license #: _____

Business address: _____

Telephone #: _____

General location of vending:

*****PLEASE INCLUDE A SKETCH OR DRAWING OF PROPOSED AREA*****

Parcel # or address of vending: _____

Product description: _____

Sales tax license #: _____

Dates of vending: _____

Note: Special seasonal commercial vending permits may be used for the sale of seasonal trees, wreaths, and blankets. Permits shall be valid from Thanksgiving Day to December 31. Please indicate the contact person responsible for the site and vending operations:

Name: _____ Phone # _____

Address: _____

Email: _____

All permits will be emailed if a valid email address is provided. This is the fastest, most efficient way to receive your permit.

*****NO VEHICLES, MERCHANDISE OR SIGNS ARE ALLOWED IN THE RIGHT OF WAYS*****

The undersigned hereby agrees to comply with all rules and regulations of the Charter Township of Chesterfield Soliciting and Vending Ordinance #74 and Amendments. License may be suspended if provisions of Ordinance #74 and its amendments according to Section 5.2 are violated.

SIGNATURE: _____ **Date:** _____

Return application and all other required documentation to: Chesterfield Township Clerk 47275 Sugarbush Rd Chesterfield, MI 48047 Phone: 586-949-0400: option 5 Fax: 586-949-4108 Email: knorberg@chesterfieldtwp.org