



City of
Laguna Woods

SIDEWALK VENDING PERMIT APPLICATION

Planning & Environmental Services Department
24264 El Toro Road, Laguna Woods, CA 92637

P: (949) 639-0500 planning@cityoflagunawoods.org
www.cityoflagunawoods.org

I. VENDOR INFORMATION

- 1) Sidewalk Vendor's Legal Name: _____
- 2) Sidewalk Vendor's Fictitious Business Name(s) (if applicable): _____
- 3) Organizational Structure of the Sidewalk Vendor:
 - Corporation Joint Venture Limited Liability Company Partnership
 - Sole Proprietorship Trust Other: _____
- 4) Number Sidewalk Vendor Will File Federal Taxes Under:

Pursuant to state law, numbers collected under this Question I(#4) will not be made available for public inspection, will be kept confidential, and will not be disclosed except as required to administer the sidewalk vending permitting program established by Laguna Woods Municipal Code Chapter 6.44 or comply with a state law or state or federal court order.

- California Driver's License Number: _____
- California Identification Number: _____
- Federal Employer Identification Number: _____
- Individual Taxpayer Identification Number: _____
- Municipal Identification Number: _____
- Social Security Number: _____
- National Identification Number: _____
- Other (provide number type and number): _____
- 5) Information for the Authorized Agent Serving as the Primary Point of Contact for the City of Laguna Woods During Processing of this Application (subsequently referred to as "Applicant"):
 - Legal Name – _____
 - Mailing Address – _____
 - Telephone Number – _____
 - Email Address – _____
- 6) Information for the Authorized Agent Serving as the Primary Point of Contact for the City of Laguna Woods During Any Future Operation of the Sidewalk Vendor (subsequently referred to as "Operator"):
 - Legal Name – _____
 - Mailing Address – _____

Case # (CITY USE ONLY): _____

Telephone Number – _____

Email Address – _____

7) Information for the Agent for the Service of Process for the Sidewalk Vendor:

Legal Name – _____

Mailing Address – _____

Telephone Number – _____

Email Address – _____

8) California Seller’s Permit Identification Number: _____

N/A; the sidewalk vendor is exempt from obtaining a California Seller’s Permit Identification Number. **ATTACH PROOF OF EXEMPTION**

N/A; the sidewalk vendor is legally or procedurally unable to obtain a California Seller’s Permit Identification Number prior to obtaining a City of Laguna Woods Sidewalk Vending Permit.

As part of the application review process, the City of Laguna Woods will attempt to confirm that the California Seller’s Permit Identification provided under this Question I(#8) is valid and that the location or sublocation of said permit is the City of Laguna Woods. If the City of Laguna Woods is unable to confirm such information, additional information may be required.

II. GENERAL OPERATIONS INFORMATION

1) Type of Sidewalk Vendor (check only one):

Roaming

(For the purpose of this question only, “roaming sidewalk vendor” means a sidewalk vendor who moves from place to place and stops only to complete a transaction. Roaming sidewalk vendors must remain in constant motion except when completing a transaction.)

Stationary

(For the purpose of this question only, “stationary sidewalk vendor” means a sidewalk vendor who vends from a fixed location. Stationary sidewalk vendors must remain in one place.)

2) Hours of Operation:

Monday – _____

Tuesday – _____

Wednesday – _____

Thursday – _____

Friday – _____

Saturday – _____

Sunday – _____

Zoning District	Maximum Hours of Operation
Neighborhood Commercial	6 a.m. - 10:30 p.m.

Case # (CITY USE ONLY): _____

3) Would the sidewalk vendor use any heat, flame, or battery-, electric- or gas-powered equipment on-site for any purpose? Yes No

III. GENERAL MERCHANDISE INFORMATION

1) Please describe the merchandise that would be offered for sale or exchange.

2) Prohibited Merchandise (initial in the spaces provided to confirm your understanding that the following are prohibited to be sold, dispensed, distributed, or stored by sidewalk vendors):

Alcoholic Beverages – Applicant’s Initials: _____

Cannabis – Applicant’s Initials: _____

(For the purpose of this question only, “cannabis” has the same meaning as the term is defined in the Medicinal and Adult-Use Cannabis Regulation and Safety Act, California Business and Professions Code § 26000, et seq., as amended from time to time or replaced with a successor statute.)

Cannabis Products – Applicant’s Initials: _____

(For the purpose of this question only, “cannabis products” has the same meaning as the term is defined in the Medicinal and Adult-Use Cannabis Regulation and Safety Act, California Business and Professions Code § 26000, et seq., as amended from time to time or replaced with a successor statute.)

Tobacco – Applicant’s Initials: _____

Tobacco Cigarettes – Applicant’s Initials: _____

IV. FOOD MERCHANDISE INFORMATION

Answer questions in this section only if food would be offered for sale or exchange.

(For the purpose of this section only, “food” has the same meaning as the term is in the Sherman Food, Drug, and Cosmetic Law, California Health and Safety Code 109875, et seq., as amended from time to time or replaced with a successor statute.)

1) Square Feet of Display Space for Food: _____

2) Would any milk, milk products, or products resembling milk products subject to licensing under the California Food and Agriculture Code be offered? Yes No

3) Would any raw meat, poultry, or fish be cooked or otherwise prepared on-site? Yes No

4) Would any meat, poultry, or fish be cooled or thawed on-site after being cooked on-site or off-site?
 Yes No

5) Please describe the types of cooking devices (e.g., barbeque grills or burners) and associated fuel (e.g., butane, coal, charcoal, electricity, kerosene, propane, or wood) that would be used on-site.

Case # (CITY USE ONLY): _____

6) Orange County Health Care Agency Mobile Food Facility Permit Number: _____

ATTACH A COPY OF THE MOBILE FOOD FACILITY PERMIT

N/A; the sidewalk vendor is exempt from obtaining an Orange County Health Care Agency Mobile Food Facility Permit. **ATTACH PROOF OF EXEMPTION**

N/A; the sidewalk vendor is legally or procedurally unable to obtain an Orange County Health Care Agency Mobile Food Facility Permit prior to obtaining a City of Laguna Woods Sidewalk Vending Permit.

As part of the application review process, the City of Laguna Woods will attempt to confirm that the Orange County Health Care Agency Mobile Food Facility Permit Number provided under this Question IV(#6) is valid. If the City of Laguna Woods is unable to confirm such information, additional information may be required.

7) Prohibited Disposable Food Service Ware (initial in the space provided to confirm your understanding that providing any prepared food in or with disposable food service ware made of polystyrene foam is prohibited):

(For the purpose of this section only, “polystyrene foam” means a thermoplastic petrochemical material utilizing the styrene monomer, processed by any number of techniques, including but not limited to, fusion of polymer spheres (expandable bead polystyrene or EPS), injection molding, form molding and extrusion-blow molding (extruded foam polystyrene or XPS).)

Applicant’s Initials: _____

V. ROAMING SIDEWALK VENDOR SUBMITTALS

Answer questions in this section only if a roaming sidewalk vendor.

Please attach a description, map, or drawing of the specific route where the roaming sidewalk vendor would operate, including starting point, ending point (or point at which the route repeats), direction of travel, and sidewalk segments involved. If attaching a description, identify the route by both street name and the side of the street (e.g., “northbound Moulton Parkway sidewalk,” where “northbound” indicates the direction of the adjacent vehicle travel lanes).

1) Is the specific route attached? (must attach and answer “yes”) Yes

VI. STATIONARY SIDEWALK VENDOR SUBMITTALS

Answer questions in this section only if a stationary sidewalk vendor.

Please attach a description, map, or drawing of the specific location where the stationary sidewalk vendor would operate, including the sidewalk segment. If attaching a description, identify the sidewalk segment by street name and side of the street (e.g., “northbound Moulton Parkway sidewalk,” where “northbound” indicates the direction of the adjacent vehicle travel lanes), as well as nearest cross streets and points of

Case # (CITY USE ONLY): _____

reference (e.g., “northbound Moulton Parkway sidewalk between [CROSS STREET ONE] and [CROSS STREET TWO] in front of [POINT OF REFERENCE]”).

1) Is the specific location attached? (must attach and answer “yes”) Yes

Please attach a site plan demonstrating that the location from which the stationary sidewalk vendor would operate would maintain a minimum clear width of 48 inches of accessible route area for pedestrian travel within the public property when considering all amenities, equipment, merchandise, and reasonably anticipated customer queuing, or other minimum clear width for pedestrian travel required by the Americans with Disabilities Act of 1990 (Public Law 101-336), California Building Standards Code, or other applicable federal or state law or standards regarding disability access.

2) Is the site plan attached? (must attach and answer “yes”) Yes

VII. AFFIDAVIT, ACKNOWLEDGEMENT, AND SIGNATURE

I acknowledge that I have received, read, understand, had an opportunity to consult with legal counsel, and agree to comply with provisions of the Laguna Woods Municipal Code (including, without limitation, Laguna Woods Municipal Code Chapter 6.44) and federal, state, and local laws including, without limitation, the California Retail Food Code and California Sales and Use Tax Law.

I acknowledge that if the City of Laguna Woods approves a sidewalk vending permit in response to this Sidewalk Vending Permit Application (i) the use of public property for sidewalk vending is at the applicant’s and operator’s own risk, (ii) public property is not constructed, maintained, or intended for sidewalk vending, and (iii) the City of Laguna Woods has not made and will make no representations, warranties, or guarantees, express or implied, regarding the suitability, appropriateness, or safety of the use of any public property for sidewalk vending, and that the issuance of any sidewalk vending permit would not constitute any such representation, warranty, or guarantee.

Under penalty of perjury, I hereby declare that the information contained within and submitted with this Sidewalk Vending Permit Application is complete, true, and accurate. I understand that a misrepresentation of fact is cause for rejection of this Sidewalk Vending Permit Application, denial of the permit, and/or suspension or revocation of a permit issued, and may also constitute an illegal action resulting in civil and/or criminal action. I acknowledge that all information on and attached to this form may constitute a public record subject to disclosure under the California Government Code Section 6250, except as explicitly noted otherwise, and have communicated the same to all involved parties.

Signature of Applicant identified in Line I(#5) above: _____

Date Signed by Applicant identified in Line I(#5) above: _____

Signature of Operator identified in Line I(#6) above: _____

Date Signed by Operator identified in Line I(#6) above: _____

**THE SIGNATURES ON THIS DOCUMENT MUST BE NOTARIZED. ATTACH
ACKNOWLEDGEMENT FORMS.**