

PIONEER
COURTHOUSE
SQUARE

Application for Vending Cart Permit

Name _____ Date _____

Address _____ Zip _____

Telephone _____ Business License Account No. _____

Vending Item(s) _____

Please choose one of the following:

Permanent Lease _____

Special Events _____

I shall hold the City of Portland, Pioneer Courthouse Square, its officers, agents and employees, and the adjacent property owner free and harmless from any claims for damages to persons or property including legal fees and costs of defending any actions or suits thereon, including any appeals there from, which may result from the granting of this permit.

Signature _____

Application Instructions

1. Print or type the Application Form
2. Decide the food item you want to sell.
3. Prepare a color isometric drawing (click to view sample) of your proposed vending cart to include at least two views showing all four sides of the proposed cart and logos, printing or signs which will be incorporated in the design. (For existing vending carts, 5"x 7" color photos may be substituted for the about described drawing.)

4. Obtain a certificate of insurance for the required amount, which has the proper endorsement.
5. Obtain a City of Portland Business License
6. Obtain necessary food handlers permits and Health Certificate for cart from Multnomah County Health Department, 426 SW Stark St., 2nd Floor, 503.248.3400.
7. Food Carts with cooking equipment need to obtain a fire inspection and permit from the City of Portland Fire Marshal's Office at 1300 SE Gideon, 503.823.3712.
8. Submit Application to:
Pioneer Courthouse Square, Inc.
715 SW Morrison, Suite 702
Portland, OR 97205
503.223.1613

ALL ITEMS ARE NON-RETURNABLE

