



CITY OF OREGON
STREET VENDOR / FOOD TRUCK LICENSE APPLICATION

Date: _____

\$100.00 annual fee

All licenses shall expire on December 31st of the year in which the license is issued. No fees shall be prorated or refunded.

Business Information

Business name: _____ IL Sales Tax ID: _____

Business address: _____

Type of business: _____ Years in this type of business: _____

Applicant Information

Name: _____

Address: _____ Years at this address: _____

City: _____ State: _____ Zip code: _____

Phone number: _____ Email: _____

If the applicant is a Partnership, LLC or Corporation, provide information for all parties holding at least 5% ownership or interest. Attach additional page if necessary.

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Person responsible for day-to-day operations:

Name: _____

Address: _____ City: _____

State: _____ Zip: _____

Phone number: _____ Email: _____

Information for all drivers, operators, vendors, etc. Attach additional page if necessary.

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone number: _____ Email: _____

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone number: _____ Email: _____

Vehicle / Trailer Information:

Make: _____ Model: _____ Year: _____

License plate: _____ Color: _____

Make: _____ Model: _____ Year: _____

License plate: _____ Color: _____

Operation Information:

Types of products sold: _____

Proposed Location: * _____

Proposed Days and Hours: _____

* The City of Oregon has designated the 5th Street Municipal Parking Lot as the primary location for Street Vendors and Mobile Food Services. The City Manager may allow operation in other areas of public property on a case-by-case basis. Operation on private property requires the express written permission of the property owner.

- Has any person listed ever been convicted of a felony? YES or NO
- Has any person listed had this or a similar license revoked or suspended, in Illinois or any other State? YES or NO
- Has any person listed had their business registration or license revoked? YES or NO
- Is any person listed required to register as a sex offender as defined by the Sex Offender Registration Act, 730 ILCS 150? YES or NO

Applicant Acknowledgements

1. I acknowledge that a basic background check will be performed by the police department for all applicants, drivers, and operators.
2. I further acknowledge that, if it is determined that fingerprinting of the applicant(s) is required, a non-refundable fee of \$40.00 shall be paid for each person fingerprinted.
3. I acknowledge that vendors may conduct business from 6:00 a.m. to 8:30 p.m. Sunday through Saturday.
4. I acknowledge that vendors may not drink any alcoholic beverages while on duty and that the truck must be attended at all times during posted or advertised operating hours.
5. I acknowledge that vendors may not shout or call out to prospective customers, or use any sound-emitting devices, or disturb the peace in any manner while on duty.
6. I acknowledge that vendors are responsible for collecting all trash and debris within 100 feet of the designated vending area; and for the proper disposal of all grease, litter, and waste generated by their operation.
7. I acknowledge that street vendors and food trucks should be parked within 12 inches of the curb if possible and not within 50 feet of an intersection; no part of the truck, seating, or service area shall block, obstruct, or interfere with vehicular, bicycle, or pedestrian traffic. Extension cords shall not cross sidewalks or public rights-of-way. Double parking is not allowed.
8. I acknowledge that disassembly or repair of the truck and/or trailer is not permitted at the site of operation.
9. I acknowledge that all street vendors, operators, drivers, etc., shall meet the health and sanitation requirements set by the Ogle County Health Department and any applicable state laws and must keep vehicles and equipment clean and sanitary.
10. I acknowledge that the City Manager shall approve or deny the operation on public property as well as the length of time of operation.
11. I acknowledge that all vendors, operators, drivers, etc. must abide by these and all other provisions of section 6.56 of the City of Oregon Municipal Code or else may be fined under the penalty provisions of the code.

Signature of Seller

Date

The foregoing application is:

approved disapproved

Chief of Police

Date

approved disapproved

City of Oregon Official

Date

APPLICANTS' CERTIFICATION

Please sign and date the application form before a notary public. The application must be signed by an owner, an officer, or partner. The signature must be an original, rubber stamps are not accepted.

Warning to applicant: This application must be fully and accurately completed. False or misleading statements may subject applicant to the penalties of perjury in addition to other penalties provided by law.

I, the undersigned applicant or authorized agent thereof, swear or affirm that: the matters stated in the foregoing application and any accompanying documents are true and correct; With full knowledge that all answers and statements made in this application shall be complete, truthful, and correct and that any omissions or misrepresentations in the license application may be cause for denial and revocation of license; they are made for the purpose of requesting the City of Oregon to issue the license herein applied for; the applicant is qualified and eligible to obtain the license applied for; and the applicant will not violate any of the laws of the United States of America, the State of Illinois or the City of Oregon. I further agree to notify the City Clerk's office within 30 working days of changes in any of the above information.

Signature of Applicant

Title

Date

State of Illinois

County of _____

Sworn and subscribed before me this _____ day of _____ 20____.

Notary Public

SEAL

Attach copies of the following:

- Certificate of Insurance naming City of Oregon as additionally insured in the minimum amount of \$500,000.00 per occurrence for personal injury; \$500,000.00 per occurrence for property damage; or \$1,000,000.00 combined single limit.
- Copy of Driver's License, State ID or other government ID for all applicants, drivers, operators, vendors, etc., per city code.
- Copy of all health permits under which the applicant will be operating as well as any permits required by the Ogle County Health Department.
- Copy of current registration and title for vehicle and/or trailer.
- Copy of current liability and auto insurance for vehicle and/or trailer.
- Photographs of vehicle showing, at minimum, front, rear, and both sides, and with service window open and closed.
- Copy of Illinois Department of Revenue Sales Tax ID for the Retailers Occupation Tax Registration under the Illinois Retailer's Occupation Tax Act or copy of tax-exempt status and number.
- Written permission from property owner if on private property.