

# Pushcart Vendor Application

Office of Emergency Management & Special Events | 222 W. Hargett Street, Suite 307 | Raleigh, NC 27601 | 919-996-2200

Completed Pushcart Vending applications must be submitted through the [Permit and Development Portal](#)



<b><u>Applicant Information</u></b>		<b>Office Use Only</b>	
<input type="checkbox"/> <b>New</b>  <input type="checkbox"/> <b>Renewal</b>		20____ - 20____  Transaction # _____  ZN Permit # _____	
<b>Date</b>	<b>Pushcart Name</b>		
<b>Name of Owner/Corporation/LLC</b>			
<b>Mailing Address</b>			
<b>If new, provide location details:</b>			
<b>If renewal, provide encroachment address:</b>			
<b>Phone</b>	<b>Email</b>		
<b>Contact Person</b>	<b>Contact Person Email</b>		

TO BE COMPLETED BY APPLICANT		TO BE COMPLETED BY CITY STAFF		
The following items are required to process this application:		YES	NO	N/A
<a href="#">Home Occupation Permit</a>	<input type="checkbox"/>			
<b>Wake County Food Vending Permit</b>	<input type="checkbox"/>			
<b>N.C. Department of Agriculture Food Permit</b> (if applicable)	<input type="checkbox"/>			
<b>Scaled Sketch Plan of Location Details</b>	<input type="checkbox"/>			
<b>Photos of Location</b>	<input type="checkbox"/>			
<b>List of Products Sold</b>	<input type="checkbox"/>			
<b>Certificate of Insurance and additional insured endorsement</b> (CG 2012 07 98) (Certificate holder must be shown as "City of Raleigh, PO Box 590, Raleigh, NC 27601")	<input type="checkbox"/>			
<a href="#">Indemnity Agreement</a>	<input type="checkbox"/>			
<b>Letter From Restaurant</b>	<input type="checkbox"/>			
<b>Permit Fee (\$150.00)</b>	<input type="checkbox"/>			