



Town of Julesburg
 100 West 2nd Street
 Julesburg CO 80737
 (970) 474-3344

LICENSE APPLICATION OUTDOOR VENDOR

INFORMATION ON THIS APPLICATION IS PUBLIC RECORD

Business Type (check all that apply): <input type="checkbox"/> Mobile food truck <input type="checkbox"/> Neighborhood mobile food vendor <input type="checkbox"/> Outdoor vendor of miscellaneous goods & services <input type="checkbox"/> Pushcart <input type="checkbox"/> Other _____		Application Type (check one): <input type="checkbox"/> New License <input type="checkbox"/> Renewal Period of operation (check one): <input type="checkbox"/> Six months / \$ 5.00 <input type="checkbox"/> Year / \$ 5.00		
Applicant Name		Applicant is (check one): <input type="checkbox"/> individual <input type="checkbox"/> corporation (State?___) <input type="checkbox"/> partnership <input type="checkbox"/> limited liability company <input type="checkbox"/> association <input type="checkbox"/> other (please specify): _____		
Trade Name (doing business as)				
Business Address		City	State	Zip
Business Phone	Number of employees	Email Address		
Mailing Address (if different from business address)		City	State	Zip
Name and Phone Number of Manager or Supervisor during Proposed Period of Operation (if different from applicant): 				
State Sales Tax No.	Health Dept vending permit (if applicable) Issue date:	Issue date by Town:	Issue Date by Health Dept must be within 45 days from issue date by Town	
Owners / Officers: If the Applicant is a corporation, partnership, limited liability company, association, or other type of entity, list all officers, directors, partners, or members. If more than two, list others on separate sheet.				
Name	Home Address, City, State, Zip	Telephone #	Position/Title	% Interest

Proposed period of operation if less than the entire six or twelve month license period: (Need dates and times)	
If on private property, location(s) of operation:	Days and Hours of Operation:

If on public property, location(s) of operation:		Days and hours of operation:	
MUST receive prior approval by Julesburg Board of Trustees to park / vend at any park, library, airport, Fire Hall, Town Hall, etc.			
Type of operation to be conducted (type of services, goods, menu items to be offered):			
Description of the design of any vehicle, pushcart, kiosk, table, chair, stand, box, container of other structure or display device to be used in the operation by the applicant including the size and color, together with any logo, printing or sign which will be utilized by the applicant. License plate number and registration information of any vehicle to be used.			
License plate number and registration information of any vehicle to be used:			
OATH OF APPLICANT			
I declare, under penalty of perjury, that the statements in this application, and all attachments to and documents submitted with this application, are true, correct and complete to the best of my knowledge. I understand and acknowledge that any information contained herein or submitted as a part of this application that is found to be false or misleading may result in this application being denied, or any license granted pursuant to this application, suspended or revoked, in addition to possible filing of applicable criminal charges.			
Signature		Title	Date

Application Attachments:

- Site plan, if location is on private property showing the location of all existing and proposed structures, access, equipment and parking.
- Authorization to utilize property by property owner (complete with signature and date).
- Copy of Colorado Secretary of State Document of Good Standing.
- Copy of State sales tax licenses.
- If vending of food, copy of Health Dept Permit must be received by 45 days after the Town of Julesburg issues a mobile truck vending permit.
- Copy of valid insurance coverage for mobile food truck, trailers, etc that will be used in business.

Presented and approved by Julesburg Board of Trustees on ___ day of _____, 20__

Mayor

Attest

Applications should be submitted to:

Town of Julesburg
100 West 2nd Street
Julesburg CO 80737
Phone: 970-474-3344

Process to obtain a mobile truck vending permit:

- (1) Obtain a State sales tax number by going to the Secretary of State's website (www.sos.state.co.us)
- (2) Complete this application for a license through the Julesburg Board of Trustees and return to Town Clerk
- (3) Town Clerk (or applicant) will present application at the next regular Board of Trustees monthly Board Meeting for approval
- (4) Following approval by the Board of Trustees, the application must be posted for 30 days at Town Hall for public review
- (5) Applicant should contact Health Dept official to set up time for inspection of mobile truck – coordinate date and time so do not have a longer delay while waiting for 30 days posting time to expire
- (6) If public comment/s does not require a secondary review by Board of Trustees, then pay permit fees to Town Clerk
- (7) Town Clerk will issue Town permit.