



Andrew J. Rizzo, Jr.
Building Official
Issuing Authority

City of New Haven BUILDING DEPARTMENT

PERMIT & LICENSE CENTER

200 Orange Street, 5th Floor* New Haven, Connecticut 06510

BUSINESS LICENSE APPLICATION



John DeStefano, Jr.
Mayor

To Be Filled Out Completely By Interested Person.

ONCE ISSUED, A LICENSE IS NOT TRANSFERABLE, NO REFUND WILL BE ISSUED.

Date Application Submitted: _____ APPLYING AS A(N): ☐ INDIVIDUAL ☐ MANAGER ☐ OWNER ☐ PARTNERSHIP

(Please PRINT) ALL INFORMATION MUST BE SUPPLIED.

INCOMPLETE APPLICATIONS WILL BE RETURNED.

License Is Hereby Granted To: _____

(Individual Name under which the **vending** is to be operated)

List the Date(s) of the four (4) or fewer Day(s): (Monday) _____ (Tuesday) _____ (Wednesday) _____
(Thursday) _____ (Friday) _____ (Saturday) _____ (Sunday) _____

License Is Hereby Granted To: _____

(Organization Name under which the **vending** is to be operated)

List the Date(s) and Day(s) of the Special Event/Festival and/or Other: _____

Vendor Operator Trade Name: _____ Telephone No: () _____

The proposed location(s) of the merchandises, services, samples or subscriptions to be sold: _____

List name(s) of other(s) operating the conveyance, stand, trailer, or cart, etc: **(Use backside of this application)**

To the Building Department – Permit & License Center,

I (we), hereby agree to abide by all of the rules and regulations pertaining to VENDOR as defined by the City of New Haven Ordinances and the State of Connecticut Statutes.

Applicant Name: _____
(Last) (First) (Middle)

Applicant Address: _____
(street #) (street name) (town) (state) (zip code)

Home Phone: () _____ Sex: ☐ Male ☐ Female

Social Security # _____ Birth Date: _____ Age: _____

VALID PHOTO ID# _____ **NAME OF STATE:** _____

☐ Driver License ☐ Non-Driver License ☐ Passport Issued ID ☐ State Income Maintenance Issued ID

☐ Other Issued ID _____

Once issued a license is not transferable, no refund will be issued, and is subject to the provisions of the Ordinances of the City of New Haven and the Statutes of the State of Connecticut applicable to the activity for which the license is requested.

By signing this application the applicant is authorizing the City to complete a background check on individuals, partners or officers of the entity to which the license is issued; and certifies that a copy of the city ordinance governing this license has been received.

Signature _____

Date Signed: _____

REQUIRED APPROVAL(S)/INSPECTION(S):

FOR OFFICE USE ONLY.

☒ POLICE BACKGROUND REPORT: ☒ WAIVED (PER CITY OF NEW HAVEN ORDINANCE) DATE WAIVED: _____

☒ OUT-OF-STATE BACKGROUND REPORT: ☒ WAIVED (PER CITY OF NEW HAVEN ORDINANCE) DATE WAIVED: ******N/A******

REQUEST FOR CRIMINAL BACKGROUND CHECK REPORT EXPIRES THREE (3) MONTHS FROM PROCESSED DATE: ******N/A******

☐ HEALTH LICENSE # _____ CLASS ☐ I ☐ II ☐ III ☐ IV ISSUED DATE: _____ EXPIRES: _____

☐ HEALTH PERMIT (TEMPORARY) # _____ ISSUED DATE: _____ FROM DATE: _____ EXPIRATION DATE: _____

FOR OFFICE USE ONLY:

OTHER REQUIRED DOCUMENTATION(S): ☐ CT SALES TAX & USE PERMIT (COPY ENCLOSED) ☐ VALID PHOTO ID (COPY ENCLOSED)
☐ FOOD SERVICE LICENSE (COPY ENCLOSED) ☐ VETERAN WAIVER: DD-214 (COPY ENCLOSED) ☐ HEALTH LETTER (COPY ENCLOSED)
☐ PROVIDE LEASED VEHICLE AGREEMENT/REGISTRATION OF MOTOR VEHICLE TO BE USED (COPY ENCLOSED)

LICENSE TYPE: VENDOR **To Conduct the Following:** ☐ **FOOD** ☐ **PEDDLER/HAWKER** ☐ **SPECIAL EVENT/FESTIVAL**
☐ **OTHER**

☐ **Renewal License No.** _____ ☐ **New License No.** _____ **Previous License No.** _____

RECEIVED: _____ ☐ **CASH** ☐ **CHECK** _____ ☐ **M/O #** _____ ☐ **WAIVED** **RECEIPT #** _____

APPROVAL OF ISSUING AUTHORITY _____ () **Date:** _____

FEE(S): ☐ \$ _____ ☐ **\$200** ☐ **\$0** (WAIVED) ☐ **\$5.00** (REPLACEMENT) **DATE LICENSE ISSUED:** _____

OF DAYS: _____ **DATE(S):** _____ **THIS LICENSE IS NOT TRANSFERABLE AND EXPIRES ON:** _____

LICENSE COMMENT(S): ☐ APPROVED FOR LONG WHARF VENDING ☐ NOT APPROVED FOR LONG WHARF VENDING

List name(s) of other(s) operating the conveyance, stand, trailer, or cart, etc. (Use additional pages if necessary.)

CURRENT LICENSE NO. (IF ANY) _____ **PREVIOUS LICENSE NO. (IF ANY)** _____

LICENSE TYPE(S): ☐ **AMUSEMENTS** ☐ **AUCTIONEER** ☐ **BROKER** ☐ **MANAGING ITINERANT VENDOR**
☐ **OUTDOOR SEATING** ☐ **PARKING LOT/GARAGE** ☐ **ROOMING HOUSE** ☐ **SALES** ☐ **VENDOR**

Name: _____
or (Last) (First) (Middle)

Name(s): _____ **Employer ID#** _____

Home Address: _____
(street #) (street name) (town) (state) (zip code)

Home Phone: () _____ **Sex:** ☐ **Male** ☐ **Female** **Social Security #** _____

Birth Date: _____ **Age:** _____

Valid Photo ID# _____ **NAME OF STATE:** _____

☐ **Driver License** ☐ **Non-Driver License** ☐ **Passport Issued ID** ☐ **State Income Maintenance Issued ID**

☐ **Other Issued ID** _____

CURRENT LICENSE NO. (IF ANY) _____ **PREVIOUS LICENSE NO. (IF ANY)** _____

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