

VENDING PERMIT APPLICATION



Contact Information

Name _____

Mailing Address _____

Phone _____ Email _____

Organization Information (if applicable)

Organization Name _____

Mailing Address _____

Phone _____ Email _____

Business License # _____ Tax Exempt # _____
For non-profit and government agencies only

Permit Information

*Sales tax not included.

PERMIT CLASS

Commercial: \$70 first operational day; \$20/day thereafter (per site)*

Marine Park: \$1250/month (per site)*

Non-Profit: \$45 first operational day; \$15/day thereafter (per site)*

PERMIT TYPE

Food

Merchandise

Combination

LOCATION REQUESTED

Douglas 4th of July at Savikko Park - two booth limit per application/business license

DATES/TIMES REQUESTED

Please attach a schedule with times and dates if there is more than one day

Description of goods to be sold _____

Description of vending vehicle, cart or concessions stand _____

Payment Information

Accepted: Visa
MasterCard
Discover

Payment is required at the time of application.

Credit Card is present

Cash

Check

Card is not present, use information below

Call to make payment

Name on Card _____

Credit Card Number _____

Expiration Date _____ CVC _____

Card Holder Signature _____

Requirements,
Waivers, and
Signature

**VENDOR REQUIREMENTS ARE LISTED ON THE REVERSE.
PLEASE TURN OVER TO COMPLETE.**

GENERAL INFORMATION

- All vendor requirements listed below must be included at the time of application. **Incomplete applications will not be accepted.**
- Applications must be submitted at least one week in advance of the requested date.
- Permits are required for all commercial or non-profit sales of food and/or general merchandise on parks land.
- The Alaska Department of Environmental Conservation requires all food vendors to obtain a Food Establishment Permit or Temporary Food Service Permit.

GENERAL LIABILITY INSURANCE

COMMERCIAL VENDORS: Commercial General Liability Insurance shall cover all operations by, or on behalf of, the Applicant providing insurance for bodily injury and property damage liability including coverage for premises and operations, products and completed operations, contractual liability, broad form property damage, and personal injury liability. Coverage shall be written on an occurrence based form. The minimum limits of liability shall be:

- \$1,000,000 each occurrence
- \$2,000,000 General Aggregate

The City and Borough of Juneau shall be named as an Additional Insured for this policy.

PLEASE INITIAL Proof of insurance with all applicable endorsements will be submitted with this form.

NON-PROFIT VENDORS: The Parks and Recreation Director (or designee) may issue an insurance requirement waiver to non-profit permittees upon request and upon finding that the permittee's activities do not pose a significant risk of claims against the City and Borough. If you are applying as a non-profit entity and wish to request a waiver of the insurance requirements, please indicate below.

I wish to request a waiver of the insurance requirement due to status as a non-profit permittee and will **attach a statement** of reasons and facts that support this request.

VENDOR REQUIREMENTS

- Insurance:** See above.
- Business License:** Attach copy of valid State of Alaska business license.
- Food Establishment Permit or Temporary Food Service Permit:** Attach copy of valid permit issued by the Department of Environmental Conservation.
- Open Flame Permit:** Attach copy of valid permit issued by the CBJ Community Development Department for vending that uses a grill or other open flame.
- Non-Profit Certification (if applicable):** Attach copy of valid 501(c)(3) or 501(c)(4) exemption certificate from the United States Internal Revenue Service.

WAIVER and RELEASE

NOTICE: Occasionally, Parks & Recreation photographs participants enrolled in recreation programs, events, or on Parks & Recreation property. These photographs are used for Parks & Recreation purposes only and may be included in future Parks & Recreation media. Your presence is your consent, without compensation from Parks & Recreation or the City and Borough of Juneau, to use your likeness.

INDEMNIFICATION: To the fullest extent permitted by law, the Contractor agrees to defend, indemnify, and hold harmless CBJ, its employees, volunteers, consultants, and insurers, with respect to any action, claim, or lawsuit arising out of or related to the Contractor's performance of this contract without limitation as to the amount of fees, and without limitation as to any damages, cost or expense resulting from settlement, judgment, or verdict, and includes the award of any attorney's fees even if in excess of Alaska Civil Rule 82. This indemnification agreement applies to the fullest extent permitted by law and is in full force and effect whenever and wherever any action, claim, or lawsuit is initiated, filed, or otherwise brought against CBJ relating to this contract. The obligations of Contractor arise immediately upon actual or constructive notice of any action, claim, or lawsuit. CBJ shall notify Contractor in a timely manner of the need for indemnification, but such notice is not a condition precedent to Contractor's obligations and may be waived where the Contractor has actual notice.

I certify the information contained in this application is true to the best of my knowledge. As group representative, I hereby agree to take responsibility to inform and assure that all group members follow the above rules and the Recreation Area Ordinance of the City and Borough of Juneau. (Chapter 67.01, available upon request.)

Signature: _____ Date: _____