

# STREET VENDOR CHECKLIST

## Requirements:

- Apply for an Employer Identification Number (EIN), also known as a Federal Tax ID Number from the IRS. If you are a sole proprietor without employees, you may choose to use your Social Security Number instead.
- File a Fictitious Business Name (FBN) Statement at the Office of the County Clerk if you will be using a name other than your given name.
- For vendors selling prepared or unwrapped food:
  - Apply for a Food Handler Card from the San Diego County Department of Environmental Health.
- For vendors selling wrapped food or non-food items (items that would ordinarily be subject to sales tax if sold at retail).
  - Apply for a Seller's Permit issued by the California Department of Tax and Fee Administration.
- Apply for a City Business License and Street Vending Permit.

## Contact Information:

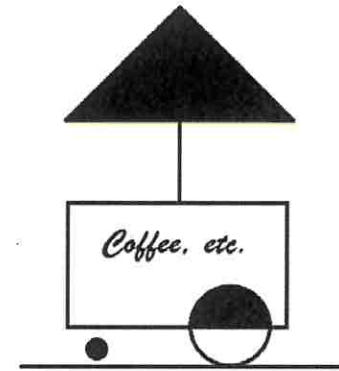
City of National City  
Finance Department  
1243 National City Blvd.  
National City, CA 91950  
619-336-4313  
[www.nationalcityca.gov](http://www.nationalcityca.gov)

Internal Revenue Service  
(Federal ID number)  
1-800-829-1040

San Diego County Clerk  
(Fictitious business name)  
619-236-3771

County Environmental Health  
(Food handling)  
619-338-2222  
<https://cdph.ca.gov>

State Board of Equalization  
(Seller's Permit)  
858-852-5711  
[www.boe.ca.gov](http://www.boe.ca.gov)



For information on operation regulations, including location and time, please see NCMC 13.30.040 or contact the Planning Department at [planning@nationalcityca.gov](mailto:planning@nationalcityca.gov) or 619-336-4310



## General Guidelines:

### Stationary Sidewalk Vendors:

Commercial areas on sidewalks at least **10 feet wide**. 8:00 a.m. to 10:00 p.m.

No closer than 500 feet to schools *unless selling healthy food*.

### Roaming Sidewalk Vendors:

Residential areas on sidewalks at least **4 feet wide**. 7:00 a.m. to 7:00 p.m.

No closer than 500 feet to schools *unless selling healthy food*.

### Sidewalk vending in City parks (Roaming Sidewalk Vendors only):

Sidewalk or pedestrian path only and only during park operating hours (7:00 a.m. to 9:00 p.m.)

For allowable zoning districts see National City Municipal Code [Section 13.30.040](#).

The Zoning Map can be found on the City's website ([www.nationalcityca.gov/government/planning](http://www.nationalcityca.gov/government/planning))

### All vendors:

- Must yield to pedestrian traffic.
- Minimum of **20 feet** from other vendors.
- Minimum of **5 feet** from obstructions (bus stops, landscaping, driveways, etc.) – see NCMC [Section 13.30.040](#) for specific information.
- Keep area within **10 feet** clean.
- No vending allowed near any permitted farmers' market or swap meet, or event subject to a Temporary Use Permit.
- Sales of alcohol, tobacco or electronic smoking devices, cannabis, weapons, pharmaceuticals, or adult material are prohibited.
- Operation directly in front of a transparent window or within **3 feet** of an entry or exit is prohibited.

**National City Municipal Code Section 13.30.040 Sidewalk vending operating requirements.**

All stationary sidewalk vendors or roaming sidewalk vendors shall comply with the following requirements:

- A. Except as otherwise provided in this chapter, stationary sidewalk vendors and roaming sidewalk vendors may only conduct transactions on public sidewalks in the public right-of-way, and on pedestrian paths in parks owned or operated by the city.
- B. Stationary sidewalk vendors shall only be located on public sidewalks and pedestrian paths of not less than ten (10) feet in width measured from the streetside edge of the sidewalk or from edge to edge of the path.
- C. Roaming sidewalk vendors may travel on public sidewalks and pedestrian paths of not less than four (4) feet in width measured from the street-side edge of the sidewalk or from edge to edge of the path while moving. Roaming sidewalk vendors stopping to conduct a transaction must do so only where the sidewalk or path is ten (10) feet in width or must yield to pedestrian traffic in conflict with the conduct of their business.
- D. Operations of stationary sidewalk vendors on a public sidewalk shall only occur during the hours of 8:00 a.m. and 10:00 p.m.
- E. Vending food or merchandise on City sidewalks shall be prohibited:
  - 1. Within 5 feet of a marked crosswalk.
  - 2. Within 5 feet of the beginning of curb return of an unmarked crosswalk.
  - 3. Within 5 feet of any fire hydrant or other emergency facility.
  - 4. Within 5 feet ahead and 45 feet to the rear of a sign designating a bus stop.
  - 5. Within a marked bus zone.
  - 6. Within 5 feet of a bus bench.
  - 7. Within 10 feet of a transit shelter.
  - 8. Within 5 feet of an area improved with lawn, flowers, shrubs, trees or street tree well.
  - 9. Within 5 feet of a driveway or driveway apron.
  - 10. Within 4 feet of an outdoor dining or patio dining area.
  - 11. Within 18 inches from the edge of the curb.
  - 12. Where placement impedes the flow of pedestrian traffic by reducing the clear space to less than 6 feet, or impedes access to or the use of abutting property, including, but not limited to, residences and places of business.
- F. Notwithstanding any specific prohibitions in this subsection, no vendor shall be located where operation endangers the safety of persons or property.
- G. Operations of stationary sidewalk vendors are prohibited in the OS, OSR, RS-1, RS-2, RS-3, RS-4, RM-1, RM-2, RM-3 zones, and in the CZ and MHP overlays.
- H. Operations of roaming sidewalk vendors may occur in the OS, OSR, RS-1, RS-2, RS-3, RS-4, RM-1, RM-2, RM-3 zones, and in the CZ and MHP overlays, but only occur during the hours of 7:00 a.m. and 7:00 p.m.

- I. Vending within 500 feet of any K-12 school is prohibited from 6:00 a.m. through 6:00 p.m., unless the vendor is selling exclusively Healthy Food.
- J. Operations of sidewalk vendors in public parks shall only occur on the pedestrian path, or a public sidewalk, and only during the period that the park is open. In order to protect the fragile nature of greenspace in parks, sidewalk vendors shall conduct all activities from a public sidewalk or pedestrian path.
- K. In order to limit obstructions caused by a congregation of customers during periods of operations, and to clearly delineate responsibilities in operation, sidewalk vendors shall be located not closer than twenty (20) feet from another sidewalk vendor.
- L. In order to reduce vector, rodent, and other pest infestations, stationary sidewalk vendors shall be responsible for the cleanliness of the area within ten (10) feet of their operations. Stationary sidewalk vendors shall provide a means to collect and properly dispose of all trash and recycling materials, including owning and making available appropriate trash and recycling receptacles. Roaming sidewalk vendors shall have trash bags attached to their cart or carried by the vendor sufficient to provide for the collection of such trash or recycling materials generated by the type of goods, produce, pre-packaged goods, etc., being sold from the vendor. All sidewalk vendors shall provide the city with an acceptable plan for collection and disposal of wastes at the time that an application for those permits required by this chapter, which plan must be approved by the Director of Public Works or such person designated by the Director of Public Works. Such plans must include the means for avoiding the use of city-owned trash and recycling receptacles.
- M. No sidewalk vending is allowed within the immediate vicinity of any permitted certified farmers' market or permitted swap meet in the city. No sidewalk vending is allowed within the immediate vicinity of any street or alley, park, plaza, parking lot, or city-owned property, in any event that is being used by the city or a third party under a Temporary Use Permit. No sidewalk vending is allowed in any park where the city has signed an agreement with a concessionaire for the exclusive right to sell food or merchandise in the park.
- N. No sidewalk vendor shall sell any alcohol-related beverage; tobacco or electronic smoking devices; cannabis products; weapons, including knives, guns, or explosive devices; pharmaceuticals; items described in the definition of adult entertainment activities in Section 18.30.030 of Chapter 18.30 of this code; or such other products identified in a list adopted by resolution or ordinance of the City Council as prohibited for sidewalk vending based on public health, safety, or welfare concerns.
- O. In order to maintain public safety and visibility in front of buildings which front directly on a public street, stationary sidewalk vendors shall not occupy the area directly in front of a transparent window or within three feet of an entry or exit.

**\$30 PER PERSON**  
**PLUS two (2) 2" x 2" photos,**  
**Pass port type front view,**  
**from the shoulders up**



Department of Finance 1243 National City Blvd., National City, CA 91950 (619) 336-4330

**APPLICATION FOR STREET VENDING PERMIT**

**PLEASE PRINT**

DATE \_\_\_\_\_

NAME OF COMPANY YOU WORK FOR: \_\_\_\_\_

(Name on Business License, Health Permit and painted on the side of the cart)

STREET ADDRESS \_\_\_\_\_

CITY, STATE & ZIP \_\_\_\_\_

WHERE IS CART STORED: \_\_\_\_\_

(Name and address)

YOUR NAME \_\_\_\_\_

YOUR STREET ADDRESS \_\_\_\_\_

CITY, STATE & ZIP \_\_\_\_\_

YOUR PHONE NUMBER \_\_\_\_\_ YOUR DRIVER'S LIC # \_\_\_\_\_

YOUR HEIGHT \_\_\_\_\_

YOUR WEIGHT \_\_\_\_\_

COLOR HAIR \_\_\_\_\_

COLOR EYES \_\_\_\_\_

YOUR AGE \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

AMOUNT PAID \$ \_\_\_\_\_ (\$30 PER PERSON)

## HOLD HARMLESS AGREEMENT

As a condition of the issuance of any food vending permit (e.g. food truck, ice cream truck, street vendor) to conduct its activities on public or private property, the undersigned hereby agree(s) to defend, indemnify and hold harmless the City of National City and the Parking Authority and its officers, employees and agents from and against any and all claims, demands, costs, losses, liability or, for any personal injury, death or property damage, or both, or any litigation and other liability, including attorney's fees and the costs of litigation, arising out of or related to the use of public property or the activity taken under the permit by the permittee or its agents, employees or contractors.

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Signature of Applicant

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Printed Name

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Date

## ACCEPTANCE OF REGULATIONS

I am aware of, and will comply with, all the regulations, as set forth in Chapter 13.30 (Vending on City sidewalks and pedestrian pathways), of the National City Municipal Code. I further acknowledge that failure to comply with all applicable City rules and regulations may lead to administrative citation and/or revocation of this Street Vendor Permit.

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Signature of Applicant

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Printed Name

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Date



# City of National City Business License Tax Application

• Business Licensing Division •

8839 N Cedar Ave #212, Fresno, California 93720  
PH (619) 382-2596 • FAX (909) 348-0465

Apply Online Today At: <https://nationalcity.hdlgov.com/>

### OFFICIAL USE ONLY

Business License No. \_\_\_\_\_  
Expiration Date \_\_\_\_\_  
NAIC Code \_\_\_\_\_  
Tax & Fees \_\_\_\_\_  
\$ Check # \_\_\_\_\_  Credit Card

#### PLEASE TYPE OR PRINT WITH PEN

**Business Name** \_\_\_\_\_ **Bus. Start Date** \_\_\_\_\_

**Corporate Name** \_\_\_\_\_  New Application  Change  Home Occupation  
(if applicable)

**Business Location** \_\_\_\_\_ **Email Address** \_\_\_\_\_  
(Cannot be P.O. Box per State of California Business & Professions Code-Section 17538.5)

**Mailing Address** \_\_\_\_\_ **State Sales Tax No.** \_\_\_\_\_

**Phone No.** \_\_\_\_\_ **Alt. No.** \_\_\_\_\_ **Federal ID No.** \_\_\_\_\_

**Description of Business** \_\_\_\_\_ **State ID No.** \_\_\_\_\_

**Ownership**  Corporation  Corp-Ltd Liability  Partnership  Sole Proprietor  Trust  Non-Profit **State License No.** \_\_\_\_\_

**State License Type** \_\_\_\_\_ **Expire Date** \_\_\_\_\_

#### PERSONAL INFORMATION - Enter below names of Owners, Partners, or Corporate Officers (attach additional sheet, if necessary)

**1st Owner Name** \_\_\_\_\_ **Title** \_\_\_\_\_ **Social Security No.** \_\_\_\_\_

**Home Address** \_\_\_\_\_ **Driver's License No.** \_\_\_\_\_  
(Cannot be P.O. Box)

**2nd Owner Name** \_\_\_\_\_ **Title** \_\_\_\_\_ **Social Security No.** \_\_\_\_\_

**Home Address** \_\_\_\_\_ **Driver's License No.** \_\_\_\_\_  
(Cannot be P.O. Box)

**Other ID No.** \_\_\_\_\_ **Phone No.** \_\_\_\_\_

Per AB 2184, you may protect your residential address by providing a different Service of Process address in accordance with Sections 16000.1(a)(2) and 16100.1(a)(2) of the Business and Professions Code. To do so, please fill out the section on the back of this form.

Are you a Veteran?  Yes  No

**\*THE INFORMATION BELOW MUST BE COMPLETED FOR YOUR BUSINESS LICENSE TO BE PROCESSED\***  
The City of National City's (City) business license application has been updated in accordance with California Senate Bill No. 205. The primary Standard Industrial Classification (SIC) code, identifying the primary activity of your business, must now be provided with your renewal, and your subjectivity to the State's Industrial General Permit (IGP) must be evaluated as part of this process. Please complete section 2 in Page 2 below to fulfill this new requirement.

#### EMERGENCY NOTIFICATION - In case of emergency and I cannot be reached, please call:

**Name** \_\_\_\_\_ **Title** \_\_\_\_\_

**Address** \_\_\_\_\_ **Phone No.** \_\_\_\_\_

**Cell Phone No.** \_\_\_\_\_

#### PLEASE FILL IN THE APPROPRIATE BOXES BELOW AND SIGN

**CERTIFICATION AND ACKNOWLEDGEMENT**  
I declare under penalty of perjury that the statements made in this application are true. I further agree that business shall be conducted in accordance with the City of National City Municipal Code. I understand that Sales or Use Tax may apply to my business activities. Upon issuance of a Business License, it shall be my responsibility to renew the license before the end of February.

**SIGN HERE**

→ \_\_\_\_\_  
Signature of Owner or Representative

Title \_\_\_\_\_ Date \_\_\_\_\_

*Thank you for doing business in the City of  
National City*

**Business License Application Fees**

# of Rental Units  Number of Vehicles Operating in the City

Sq Footage of Building  Number of Vending or Video Game Machines #

**NOTICE:** Under federal and state law, compliance with disability access laws is a serious and significant responsibility that applies to all California building owners and tenants with buildings open to the public. You may obtain information about your legal obligations and how to comply with disability access laws at the following agencies: The Division of the State Architect at [www.dgs.ca.gov/dsa](http://www.dgs.ca.gov/dsa) - The Department of Rehabilitation at [www.dor.ca.gov](http://www.dor.ca.gov) - The California Commission on Disability Access at [www.cdda.ca.gov](http://www.cdda.ca.gov).

**RETURN APPLICATION BY MAIL TO:**  
City of National City - Business Licensing  
8839 N. Cedar Ave #212  
Fresno, CA 93720-1832

**SCAN & RETURN APPLICATION BY EMAIL TO:**  
[NationalCity@Hdlgov.com](mailto:NationalCity@Hdlgov.com)

**SERVICE OF PROCESS ADDRESS, PURSUANT TO AB 2184 - AVAILABLE FOR PUBLIC INSPECTION**

If you wish to protect your residential address with a different service of process address, please provide it here.

NOTE - if your service of process address is a post office box or private mailbox, it must comply with paragraph (2) of subdivision (b) of Section 17538.5 of the California Business and Professions Code.

**Service of Process Address** \_\_\_\_\_  
\_\_\_\_\_

**Residential Address to protect**

Business Location

Mailing Address

Owner/Partner/Officer Address

**NPDES PERMIT PROGRAM, PURSUANT TO SB 205 - STORMWATER DISCHARGE**

\*If you are a business that is a regulated industry with storm water discharge requirements in accordance with the SB 205 NPDES permit program, please complete the following:

**SIC #** \_\_\_\_\_

**Permit #** \_\_\_\_\_

\*Otherwise, please provide the following identification numbers:

**Notice of Non-Applicability #** \_\_\_\_\_

OR

**No Exposure Certification #** \_\_\_\_\_