

ITINERANT VENDORS INFORMATION SHEET

REQUIREMENTS

- Itinerant Vendors Application
- Proof of Identity (i.e. State issued Driver's License/I.D. Card, Military I.D., Passport)
- State of Ohio Vendor's License
(Required only if selling taxable items, i.e. soda, shirts, drinks containing less than 50% vegetable or fruit juice by volume)
- Letter of Good Standing from City of Columbus Tax Division
- Proof of executing a Bond of \$1,000 to the City of Columbus
- BCI Background Check/Fingerprint
(If conducted at another authorized WebCheck agency, results must be mailed directly to the License Section)

PRICING

- Application fee - \$20.00
- BCI Background Check fee - \$32.00
- Itinerant Vendors License fee - \$120.00 per day

OFFICE HOURS

4252 Groves Road
Columbus, OH 43232

Monday - Friday
8:00 a.m. to 3:30 p.m.

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OFFICE USE ONLY

License # _____

Issue Date _____

Expiration Date _____

DEPARTMENT OF PUBLIC SAFETY
LICENSE SECTION



**ITINERANT VENDORS
APPLICATION**

DEPARTMENT OF
PUBLIC SAFETY

NEW RENEWAL

APPLICANT INFORMATION

Full Name:

Residential Address:

City:

State:

Zip:

Phone:

Email:

Date of Birth:

Driver License #:

State:

Race:

Sex:

Height:

Weight:

Hair:

Eyes:

Have you have a City of Columbus license and/or permit revoked, suspended, or refused within the last three (3) years?

Yes No

If yes, please explain:

Have you ever been convicted of a felony?

Yes No

If yes, list all felony convictions which occurred in the United States over the past ten (10) years:

Are you on felony probation or parole?

Yes No

If yes, date began:

Are you required to register as a sexual offender?

Yes No

If yes, date registered:

BUSINESS INFORMATION

Type of Business:

Single Owner

Partnership

Incorporated

Other: _____

Business Name:

Business Address:

City:

State:

Zip:

Business Phone:

Business Email:

SALE INFORMATION

Date(s) of Sale:

Location of Sale:

Item(s) to be sold:

Per regulations set in Columbus City Code 501.05(E), the License Section has the power to make rules regarding the "qualifications of the applicants and the conditions precedent the applicants must meet prior to the acquisition of licenses." Following this direction, all applicants must be able to read, speak, and comprehend the English language in order to obtain a valid license. By initialing on the line below, you agree that you are able to fulfill this requirement.

_____ Initials

All information contained in this application is subject to disclosure as a matter of public record. Any false statement made or given in this application shall result in denial, revocation, or future revocation of the license under Columbus City Code Chapters 501 and 540, and may be referred for criminal prosecution under Ohio Revised Code Chapter 2921.13 (A-3).

State of Ohio, County of Franklin

I, _____, being duly sworn, affirm and swear that I am the
(Print Applicant's Name)

individual making the foregoing application; that he or she is knowledgeable with respect to that which is to be licensed and to the information contained in the application; that the answers, statements, and allegations made in this application are true and accurate to the best of my knowledge and belief; and that I am an owner/operator/applicant of that which is to be licensed by this application.

(Applicant's Signature)

Sworn to before me and subscribed in my presence this ____ day of _____, 20____.

Notary or Agent of Director of Public Safety

The application must be signed, dated and notarized.