

**TOWN OF POLAND
MOBILE VENDOR'S LICENSE POLICY**

PURPOSE: The purpose of this policy is to insure that no person or company shall engage in the sale and / or distribution of any product of any sort by foot, cart, vehicle or other mobile device for a period of greater than two (2) days within one (1) calendar week without first having obtained a Mobile Vendor's License.

EFFECTIVE DATE OF POLICY: January 1, 2011

VALIDATION: The Mobile Vendor License shall be valid for one (1) year from the date of issuance.

FEE(S): License applications shall be accompanied by a fee of five hundred dollars (\$500.00) per year of the license requested. The application will be directed to the Town Manager for review. The Board of Selectmen shall act upon said application at their next regularly scheduled meeting.

APPLICATION REVIEW: The Board of Selectmen will review the application based upon the applicant having appropriate place(s) for the mobile vendor operation, previous experience, available parking, previous complaints or violations of the law and other operational issues.

RESTRICTIONS: Mobile Vendors may not operate within the right-of-way of any public or private roadway, inconvenience public travel in any way and may not operate on any town owned property. Mobile vendors are restricted to operating on privately owned property with owner(s) written consent.

LICENSE REVOCATION AND REINSTATEMENT: Mobile Vendor Licenses may be suspended, revoked or denied by a majority vote of the Board of Selectmen for reasonable cause as deemed to be in the best interest of the Town, specifically complaints of trespassing on private property where the vendor is unwanted, for doing business on Town owned property, for blocking traffic, annoying local residents, or complaints of poor health related conditions associated with the mobile vending operation.

A public hearing shall be held prior to a license being revoked, suspended or denied. The Town shall issue a written notification to the licensee with the reason(s) why the License will be revoked, suspended or denied which shall include a scheduled public hearing date. Such public hearing shall take place no later than twenty (20) working days from the date of written notification.

If it is the Board's decision to revoke, suspend or deny the license, the vendor may apply for reinstatement of the Mobile Vendor License no earlier than six (6) months from the date of the Board's decision.

VISIBLE LICENSE: Vendors will keep the approved license prominently displayed at all times that they are conducting business.

FINES: Operating as a Mobile Vendor without an approved and current license will result in a fine of \$100.00 for a first offense, and \$200.00 for subsequent offenses.

INSPECTIONS: Vendors shall be subject to periodic inspections by the town's Health Officer.

EXEMPTIONS: Any business that operates a mobile vendor type operation on their own business property and that mobile vendor operation is clearly secondary to their primary business is exempt from this policy. All local municipal and non-profit organizations are also exempt.



Mobile Vendor License Application

Applicant's Information	Business Information
Name: _____ Address: _____ _____ Phone: _____ Email: _____	Name of Business: _____ Owner of Business: _____ Product(s) that will be sold: _____ _____ _____

Vehicle Information and Operators	Hours of Operation
Make: _____ Year: _____ Model: _____ Color: _____ Locations That the Vehicle Will Park/Frequent: _____ _____ _____ Dates License Shall Be Used: _____ Name of person(s), DOB & Driver's License number of those who will be operation vehicle: _____ _____ State Operating License Number: _____ Other Pertinent Information: _____ _____ _____	Sunday: _____ to _____ Monday: _____ to _____ Tuesday: _____ to _____ Wednesday: _____ to _____ Thursday: _____ to _____ Friday: _____ to _____ Saturday: _____ to _____
Fees/Penalties	
Please include Mobile Vendor License Fee in the amount of \$500 (per year) with submission of license application. Operating as a Mobile Vendor without an approved and current license will result in a fine of \$100.00 for a first offense, and \$200.00 for subsequent offenses.	
Application Review	
The Selectmen will review this application at their next regularly scheduled meeting, and will notify you of the status of the license. Date of Meeting: ____/____/____ - 7PM	

FOR OFFICE USE ONLY

<p style="text-align: center;">BOARD OF SELECTMEN - APPROVED</p> Approval Dates: FROM _____ TO _____ Signature: _____ <p style="text-align: center;">Chairman of the Board</p>	<p style="text-align: center;">BOARD OF SELECTMEN - DENIED</p> Reason Denied: _____ Signature: _____ <p style="text-align: center;">Chairman of the Board</p>
License Issued: ____/____/____ Signature Town Clerk or Deputy Clerk _____	