



ITINERANT COMMERCIAL ACTIVITY APPLICATION

CITY OF ORMOND BEACH

22 South Beach Street, Room 104, Ormond Beach, FL 32174

Tel: (386) 676-3233 / Email: bponline@ormondbeach.org

Check all that are applicable:

- Master vendor permit/host: Annual Six months
- Itinerant vendor permit: # Vendors annually: # Vendors for six months:
- Outdoor entertainment activity permit: Annual Six months
- Temporary campsites permit

Master Vendor/Host Street Address:

Business Name: Business Phone:

Applicant Name:

Owner Agent for Owner Attorney for Owner

Phone Number: Applicant Email:

Property Owner Name:

Street Address:

City: State: Zip:

Owner Phone Number: Owner Email:

Event Period On-Site/Emergency/24-Hour Contact Name:

Cell Phone Number: Contact Email:

Applications must contain the following information (as per the City of Ormond Beach Land Development Code Chapter 2, Article VII, Division 1):

- * 8.5"x11" site plan drawn to scale, including the following: location of existing facilities/structures, location of proposed temporary facilities/structures, proposed traffic flow and provisions for ingress/egress, measures for security/crowd control, measures for provision of medical care, lighting, solid waste disposal, parking, location of bands/music venues/dance venues, sanitation facilities, vendor list to include vendor names and goods and/or services to be provided.
- * If more than one event is to occur, list events with dates and anticipated participants for each event
- * A schedule of events that are to occur at the location for the duration of the permit, including host drinking contests, games, contests
- * Notarized consent from property owner (if owner is not the applicant)
- * Health Department approval and contract for sanitation facilities/sewage disposal
- * Written notarized authorization for unlimited and unconditional 24 hour access to the site for City inspectors

In addition to the above, each outdoor entertainment activity also requires the following information (500 or more participants):

- * A drawing to scale depicting the placement of structures, tents, lighting and sound plans, and provisions for vehicular parking and access
- * Provisions for emergency services/fire, adequate security and traffic control (for approval by the Ormond Beach Police Dept.)

Please note the following applies:

- * Annual permits are valid October 1 to September 30.
- * Annual master vendor/host applications are to be submitted a minimum of 60 days prior to October 1.
- * Outdoor entertainment events are to be submitted a minimum of 60 days prior to the scheduled event date.

- * All retail and service activities shall occur outside public rights-of-way.
- * All individual itinerant vendors are required to have a permit to do business.
- * A Master vendor/host shall be responsible to ensure all individual itinerant vendors operating under their permit comply with provisions.

- * Set up time for a recognized special event is up to 5 days prior to the official start date of the event.
- * Set up time for all other events is 24 hours.

- * Vending space must be vacated within 72 hours of the end of a recognized special event.
- * Vending space must be vacated within 24 hours of the end of all other events.

- * All vendors using a tent or other temporary structure shall have an inspection by the City 24 hours prior to operating.
- * Each vendor is allowed one portable outdoor sign, maximum 16 square feet in size, in their designated vendor space.
- * All vendor activities and advertising must be confined to the vendor space identified in the master permit site plan.

- * Food vendors must operate in compliance with FL Department of Business and Professional Regulation, show proof that they meet all applicable health department regulations, and hold all valid food service licenses required for their operation.
- * Compliance with local and state laws regarding food and beverage concessions.

- * Tattoo services must operate in compliance with the provisions set forth in Florida Statutes.

- * All forms of dance, music, or other live entertainment must be a minimum of 50' from the nearest paved edge of N US 1 Hwy. right-of-way, and must be completely screened from view.
- * Dance stages and platforms shall not exceed a height of 18" from the ground and are for use only by customers/patrons/spectators.

- * Must be open and accessible by members of the general public.
- * Shall not be used for any unlawful purpose or by an organized/criminal gang.

- * Refer to code for temporary campsite information.

Please note the following is prohibited:

- * Motorcycle/car wash
- * Dance poles
- * Activities involving the operation of aircraft
- * Events involving the discharge of explosive devices in violation of state or federal law
- * Activities in which farm animals or wild animals are displayed or interact with the public
- * Activities involving the discharge of any toxic or harmful substance
- * Exhibition of moving, driver-occupied motorized vehicles (except the Wall of Death and burn-out pit activities)
- * Contests involving disrobing or wet t-shirts, slaw/pudding/jello wrestling, bobbing or similar contests

CERTIFICATION

I certify under oath with a penalty of perjury, that all of the information contained herein is true and correct. If any portion is found to be false or misrepresented, such fact may be just cause for immediate revocation of any permit issued to me and may be just cause for prosecution. I acknowledge that the issuance of this permit is contingent upon complying with the applicable code requirements of the City. Inspections will be performed, and should deficiencies be found that are in conflict with the City (or other applicable) code, I understand that the City will not issue the permit until I (or the owner of the building, if leased) make the required corrections. I understand that should corrections be necessary, I am not permitted to operate this business/use until those corrections have been made. It is further understood that I must comply with the code of the City of Ormond Beach and failure to correct conditions which are in violation is punished under the code or sufficient cause for revocation of my permit.

() Property Owner or () Applicant Signature: _____ Date: _____

State of _____, County of _____

On this _____ day of _____, _____ before me personally appeared _____

to me known (), or has produced identification (), as the person who acknowledged the foregoing document.

Notary signature: _____ Notary Seal: