

Pushcart Vendor Application

Office of Emergency Management & Special Events | 222 W. Hargett Street, Suite 307 | Raleigh, NC 27601 | 919-996-2200

Completed Pushcart Vending applications must be submitted through the [Permit and Development Portal](#)



<u>Applicant Information</u>		Office Use Only	
<input type="checkbox"/> New <input type="checkbox"/> Renewal		20____ - 20____ Transaction # _____ ZN Permit # _____	
Date	Pushcart Name		
Name of Owner/Corporation/LLC			
Mailing Address			
If new, provide location details:			
If renewal, provide encroachment address:			
Phone	Email		
Contact Person	Contact Person Email		

TO BE COMPLETED BY APPLICANT		TO BE COMPLETED BY CITY STAFF		
The following items are required to process this application:		YES	NO	N/A
Home Occupation Permit	<input type="checkbox"/>			
Wake County Food Vending Permit	<input type="checkbox"/>			
N.C. Department of Agriculture Food Permit (if applicable)	<input type="checkbox"/>			
Scaled Sketch Plan of Location Details	<input type="checkbox"/>			
Photos of Location	<input type="checkbox"/>			
List of Products Sold	<input type="checkbox"/>			
Certificate of Insurance and additional insured endorsement (CG 2012 07 98) (Certificate holder must be shown as "City of Raleigh, PO Box 590, Raleigh, NC 27601")	<input type="checkbox"/>			
Indemnity Agreement	<input type="checkbox"/>			
Letter From Restaurant	<input type="checkbox"/>			
Permit Fee (\$156.00)	<input type="checkbox"/>			