

Department of Planning & Community & Economic Development Economic Development Division Office of Business Resources - Street Vending

Madison Municipal Building, Suite 312 215 Martin Luther King, Jr. Boulevard P.O. Box 2983 Madison, Wisconsin 53701-2983 TTY/TEXTNET 866 704 2318 FAX 608 261 6126 Email: obr@cityofmadison.com Warren Hansen, Coordinator PH 608 261 9171 Please call ahead for appointment.

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Dear Langdon Street High Density Vendors,

Here's what you need to do to apply for a Langdon Street High Density Vending License:

- 1. Complete the High Density Vending License Application. (\$950 annually or \$500 monthly).
- 2. Complete a City of Madison Street Vendor License Application for each person who will vend or for you, maximum three (each \$150 annually or \$75 monthly).
- 3. Submit a copy of your Wisconsin State Sellers Permit (if applying for the first time).
- 4. Include a photo of the Primary Vendor.
- 5. Include a certificate of general liability insurance naming City of Madison as additional insured for minimum coverage of one million dollars.

Once we have received these completed items, your license will be issued or mailed to you.

Thanks,

Warren Hansen Street Vending Coordinator (608)261-9171

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