

Mall/Concourse Food Vendor Application

For Year: April 15, _____ to April 14, _____

Daily Site: _____

Saturday Site: _____

Application Deadline: February 1st

Name of Corporation or Limited Liability Company	
Name of Registered Agent	Signature/Date
Name of Cart	
Name of Primary Vendor (The Primary Vendor will be regarded as the responsible party for this cart's activities)	
Address of Primary Vendor	
City/State/Zip	Phone
Email Address	
Date of Birth	Driver's License/State ID#
License Plate #	Seniority (Continuous years listed on license for this cart)
Street Vendor License #	Current Mall Vendor License #
Insurance Carrier (Insurance policies must name City of Madison as additional insured)	Expiration Date
Wisconsin's Seller's Permit #	
Cart Owner (Business or Individual)	
Registered Agent (If Corporation)	
Title	

Vending Location Requests

(Food vending sites begin with "F" followed by a number. Use the numbers from the Mall/Concourse street vending map).

Daily Vending License:

First Choice
 Second Choice
 Third Choice

Saturday Morning on the Capitol Square:

First Choice
 Second Choice
 Third Choice

Include the following with your application: Recent photo of primary vendor with name on the back; picture or drawing of cart with cart dimensions; copy of current food and drink permit; copy of mobile restaurant base license.

License Fee – Payable by April 1st annually. Make checks payable to City Treasurer.

The fee for a Mall/Concourse food vendor license is \$1250.

There will be an annual street vendor license fee of \$250 for each person working in the cart, or \$600 for an umbrella street vendor license.

Chapters 1 through 7 of the Wisconsin Food Code apply to Mobile Food Establishments. Specifically, 5-402.14, Removing Mobile Food Establishment Wastes; 5-501.16, a receptacle shall be provided.

Regulations Governing Vending on the State Street Mall/Capitol Concourse, VIII, C, 4, Electricity. “A disconnecting means shall be provided consistent with the following: The necessary equipment consisting of a circuit breaker or switch and fuses, and their accessories, located near the point of entrance of supply conductors. The equipment shall be UL approved for 120 volts or more and interrupt at 15 amps.” A building inspector will arrange to inspect your cart or tent.

Will your cart need electricity? (Check one)

Yes No

Please see Application for Electrical Use to determine your annual electric fee.

List all electric appliances that will be used:

List all gas appliances that will be used:

Food and Menu Information

(List all menu items. Be complete and accurate. You may not sell anything not listed on this application).

Main Menu Items:

Side Dishes & Desserts:

Beverages:

Briefly explain your cooking and food preparation process:

I attest that the information on and enclosed with this application is true and complete to the best of my knowledge.

Food Vendor Applicant Signature

Date

Office Use Only

Street Vending Coordinator Signature

Date