

CITY OF WINTER GARDEN
OPEN-AIR SALES PERMIT INFORMATION

(Food Carts only)

In accordance with the City Code, a permit **and** an business tax receipt are required, which may be obtained by doing the following:

1. Obtain a regulatory permit from the City Commission. To obtain this permit, the applicant must submit the following information to the Local Business Tax Clerk 3 weeks prior to a regularly scheduled City Commission meeting in order to be placed on the agenda. Regular meetings are the second and fourth Thursday of each month at 6:30 p.m.. The applicant must also appear before the City Commission, in order to provide detailed information.
 - Dates and times of proposed sale

 - Location the vendor will use (address & map)

 - Name of the property owner

 - Proof of property owner's permission

 - A description of goods, wares or merchandise to be offered by the vendor

 - Proof of current insurance coverage of the vendor of \$1,000,000 liability insurance must be attached. Proof of a satisfactory inspection report from the State Division of Hotels and Restaurants-Dept of Business and Professional Regulation must be attached.
 - Proof of current business tax receipt from where the business is headquartered must be attached.
2. After City Commission approval, you must obtain the local business tax receipt from the Local Business Tax Tech at the Building Department. Providing all information has been provided, this may take up to two days to process.
Local Business Tax fees for open-air vending is \$172.00 for each 15 days and
any portion thereof \$114.66 (no prorating)
3. **BUILDING PERMIT APPLICATION IS REQUIRED** whenever you have any electrical connections and/or a tent you must call (407) 656-4111x2245 at least three (3) weeks in advance of the event date requested, to obtain the necessary permit(s).

Name/Address/Phone/Cell & Fax number of applicant: _____

Name & Address of person/company whom applicant is employed by or who applicant represents: