



TOWN OF HARTFORD

MUNICIPAL OFFICES

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website: www.hartford-vt.org



Serving the Villages of Hartford ♦ West Hartford ♦ White River Junction ♦ Wilder ♦ Quechee

Fee \$ _____

TOWN OF HARTFORD
TOWN MANAGER'S OFFICE

No. _____

APPLICATION FOR AN ITINERANT VENDOR'S LICENSE

Please print or type. Incomplete or illegible applications will be returned. When space provided is insufficient, attach additional sheet(s).

NAME _____
(Last) (First) (Middle)

MAILING ADDRESS _____

(City) (State) (Zip) (Phone)

BUSINESS ADDRESS _____

(City) (State) (Zip) (Phone)

Applicant's Date of Birth _____ Weight _____ Height _____

Assistant's, If Any
Date of Birth _____ Weight _____ Height _____

LIST OF PRODUCT(S) YOU WILL BE SELLING: _____

DESCRIPTION OF MOTOR VEHICLE TO BE USED (if any)

Make _____ Year _____ Registration No. _____ State _____

Attach sketch of area to be used, including parking.

TERM OF LICENSE: (Check One) _____ Seasonal _____ Annual _____ Short Term

LIST THREE BUSINESS OR CHARACTER REFERENCES: Name, Address and phone number.

Have you ever been convicted of a criminal offense or Town of Hartford Ordinance violation other than a minor traffic offense? Yes No If yes, state disposition

If not self-employed, provide a letter from principal business employer authorizing the proposed selling.

Provide authorization of the owner of premises upon which sales are to be made.

Provide proof of liability insurance in an amount of at least one million (\$1,000,000.00) dollars.

Provide photo of applicant and each assistant, if any, to be engaged in sale.

Provide proof of valid state license, if required.

The undersigned hereby certifies that he or she does not owe any delinquent real estate taxes to the Town of Hartford.

Date: _____

Signature of Applicant

No. _____

TOWN OF HARTFORD

DATE _____

AN ITINERANT VENDOR'S LICENSE IS HEREBY ISSUED TO: _____

OF

FOR THE PERIOD FROM _____ TO _____.

Hartford Town Manager

VENDORS, ITINERANT

238 Attachment 1

Town of Hartford

**Itinerant Vendors
Schedule of Fees**

The Selectboard of the Town of Hartford hereby sets and establishes the fees for each class of license pursuant to Chapter 238, Vendors, Itinerant, as follows:

Type	Resident	Nonresident
Seasonal	\$50	\$150
Annual	\$100	\$250
Short	\$10	\$25

Town of Hartford, VT
Tuesday, April 19, 2016

Chapter 238. VENDORS, ITINERANT

[HISTORY: Adopted by the Selectboard of the Town of Hartford 7-9-1991. Amendments noted where applicable.]

GENERAL REFERENCES

Noise — See Ch. 110.

238a Itinerant Vendors Sched of Fees

§ 238-1. Purpose.

[Amended 2-24-2008]

The purpose of this chapter is to promote safety, convenience and order in all public places in the Town of Hartford and to prevent traffic congestion and unsafe traffic conditions on the highways, along the sidewalks and in all public areas, parks and recreational facilities of the Town. It is adopted under authority of 24 V.S.A. § 2291(9).

§ 238-2. Definitions.

[Amended 11-19-1991; 2-24-2008]

As used in this chapter, the following terms shall have the meanings indicated:

ITINERANT VENDOR

Itinerant vendors, peddlers, door-to-door salesmen, and those selling goods, wares, merchandise or services who engage in a transient or temporary business, or who sell from an automobile, truck, wagon or other conveyance, except persons selling fruits, vegetables or other farm produce.

§ 238-3. License required.

It shall be unlawful for any itinerant vendor to sell or offer to sell, or dispose of any goods, wares, merchandise, food products or food services within the Town of Hartford without first obtaining a license therefor as provided in this chapter. Under the terms of said license an itinerant vendor may employ one assistant to aid the vendor in his or her sales activities.

§ 238-4. Application.

Any vendor desiring a license under this chapter shall acquire all licenses required by the State of Vermont or other ordinances of the Town of Hartford and make application on a form supplied by the Town Manager. Vendors desiring exemptions from the provisions of this chapter shall be required to file the application provided for hereinafter.

§ 238-5. Application contents.

Every application required under this chapter shall contain the following information:

- A. Name and permanent address of applicant and assistant (if any).
- B. Age, weight and height of the applicant and assistant (if any).
- C. Description and registration of vehicle to be used (if any).
- D. Type of merchandise to be sold or services to be provided.
- E. Sketch of area to be used, including parking.
- F. License term, seasonal or annual as defined in § 238-9.
- G. At least three business or character references.
- H. Whether the applicant has ever been convicted of a crime or violation of any ordinance. The applicant shall specify the nature and disposition of any such crime or ordinance violation.
- I. If not self-employed a letter from the individual, firm or corporation employing the applicant certifying that the applicant is authorized to act as the employer's representative.
- J. Written authorization from the landowner upon whose property the applicant proposes to conduct his or her business.
- K. Proof that the applicant and his or her employees have liability insurance coverage which monetary level shall be set by the Selectboard from time to time.
[Amended 11-19-1991]
- L. Recent photo of the applicant and assistant (if any).
- M. Valid state license, if required.

§ 238-6. Issuance of license.

- A. Upon receipt of a fully completed license application, as defined in § 238-5, the Town Manager shall request written recommendations from the Zoning Administrator, Chief of Police and Fire Chief. In the development of their recommendations the Zoning Administrator and the Chief of Police shall take into consideration the potential impact of the activities described in the application on motor vehicle safety, traffic congestion, pedestrian safety, parking availability demand, zoning rules and regulations, and other similar businesses. (See § 238-17.)
Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. 1).
- B. After review of said recommendations the Town Manager shall render a decision on an application by acting to:
 - (1) Approve the license.
 - (2) Approve the license with conditions.
 - (3) Deny the license request.
- C. A license request may be denied by the Town Manager if he or she determines that the issuance of such a license would conflict with the standards established in § 238-1 of this chapter.

§ 238-7. License nontransferable.

Each itinerant vendor who plans to engage in the sale of merchandise shall obtain a license. Licenses issued under this chapter shall not be transferable nor assignable to any other itinerant vendor.

§ 238-8. Possession of license.

During the conduct of business an itinerant vendor or assistant shall have in his or her possession the license granted under this chapter and produce said license upon the request of a police officer or any Town official.

§ 238-9. Classes of license.

[Amended 11-19-1991]

There shall be three classes of licenses:

- A. Seasonal, the term of which shall run for not more than three consecutive months.
- B. Annual, the term of which shall be over three consecutive months and not to exceed 12 consecutive months.
- C. Short, the term of which shall run for three consecutive days.

§ 238-10. Fees.

- A. The Selectboard may set the fee for the licenses. Said fee shall be paid in full at the time of application and shall not be prorated.

Editor's Note: The license fees are included at the end of this chapter.

- B. License fees shall be refunded to those applicants whose license application has been denied.

§ 238-11. Exemption.

[Amended 11-19-1991]

The following shall be exempt from the provisions of this chapter:

- A. Sale and distribution of newspapers or magazines, or the soliciting of subscriptions for same.
- B. The sale of produce, at the producer's premises, provided that such produce is actually grown by the seller or members of his immediate family, or by his employees. The burden of so proving shall be on the seller and not on the Town of Hartford.
- C. Sales to or orders taken from manufacturers, merchants and dealers for the purpose of resale only.
- D. Sidewalk sales by a merchant with an established nontemporary place of business, provided that said sidewalk sale does not occupy more than 1/2 of the width of the sidewalk and is confined to the area not exceeding the frontal width of said merchant's place of business.
- E. The sale or auction of goods, wares or merchandise by the authorized representatives or agents of religious, charitable, educational service, or other nonprofit or tax exempt organization under the laws of the State of Vermont shall be exempt from the payment of any fee as required herein. Such

organization shall submit in writing to the Town Manager the name and purpose of the cause for which such activity is sought, the name and address of the immediate director of such activity and the period that such act is to be carried on in the Town of Hartford. Excluding fees, such activities shall be subject to the provisions of this chapter. The Town Manager, however, may waive any and all provisions of the chapter as it pertains to such activities exempted under this subsection.

- F. The sale or auction of used goods at a private residence by the owner, tenant, or agent thereof.
- G. The soliciting, with or without display of samples, at a private residence for future delivery.

§ 238-12. Special events.

- A. The Selectboard may issue special vendor's licenses to be used in conjunction with a special event. Such licenses shall be valid for no more than three consecutive days designated for the event by the Selectboard.
- B. The fee for a special vendor's license shall be \$5 for each day for which it is valid; provided that any organizations in § 238-11 shall be exempt from the payment of any fee imposed hereunder.

§ 238-13. Signs.

Vendors shall be limited to the use of only one sign promoting his/her activities which sign cannot be in excess of 10 square feet in surface display area nor stand more than four feet above the ground level. For the purpose of this chapter banners, pennants, flags and other similar items shall be considered signs. No sign shall be affixed to public or private property without obtaining prior approval therefor from the owner of said property. No sign shall be placed in such a manner as to obstruct or interfere with traffic. The use of string lighting is prohibited without the prior written approval of the Town Manager.

§ 238-14. Cleanliness.

Licensees shall maintain the site which they utilize in a clean and neat state and are responsible for the appropriate containment and disposal of all trash or garbage generated by their business or by patrons thereof.

§ 238-15. Loud noises and speaking devices.

No vendor shall shout, make and cry out, blow a horn, ring a bell or use any sound device, including any loudspeaking radio or sound system.

§ 238-16. Liability.

Certificate of liability insurance must be presented to the Town Manager at time of application for permit. Such certificate shall name the Town as an insured and shall be of sufficient and customary limits and coverage to hold the Town harmless from all liability, loss, damage and injury arising out of the activity for which the permit is issued.

§ 238-17. Nonexclusive location; distance from competitors.

No licensed vendor shall be entitled to any exclusive location nor shall goods be peddled within 100 feet of the entryway to any business location which sells or offers for sale goods, wares, merchandise, food, etc., of the same type and nature as being offered for sale by the vendor. The Town Manager, subject to written appeal to the Selectboard within one day of the Town Manager's determination, shall determine in appropriate cases whether such similar goods are being offered for sale. If an appeal to the Selectboard is taken, the determination of such Board will be final.

§ 238-18. Enforcement.

The Hartford Police Department shall be responsible for the enforcement of the provisions contained within this chapter.

§ 238-19. Violations and penalties.

Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

Any person violating the provisions of this chapter shall be punished as provided in § 1-16 of the Town Code. Each day that such violation continues shall constitute a separate violation.

