



VENDOR PERMIT APPLICATION INSTRUCTIONS

As of January 1996, the Monterey County Sheriff's Office is responsible for the application process and issuance of Itinerant Vendor's Permits. The application process is as follows.

NEW APPLICATIONS

1. Fill out the attached application form completely. Failure to do so will result in a delay in the issuance of your permit. Applications must be signed.
2. Attach a current copy of your driver's license or passport.
3. Attach two (2) passport sized photos to the space provided on the application form. Photos must have been taken within the last 60 days.
4. Attach copies of health certificates and most recent vehicle health inspection reports for each vehicle you wish listed on your permit, if you are vending food.
5. Attach copies of your California State Board of Equalization Seller's Permit.
6. Attach copies of vehicle registration and proof of vehicle insurance for each vehicle used.
7. Call the Sheriff's Office at 1414 Natividad Road, Salinas (831) 755-3716 for fingerprinting appointment Monday through Friday 8:45 am to 3:45 pm.

FEES

\$88/\$176 permit fee (semi-annual / annual) (cash / check / money order / credit card)

\$59 fingerprint fee (Department of Justice) (cash / money order / credit card)

Permit fees will be waived for veterans, interstate commerce applications – fingerprint fees will still be collected.

8. The application will be processed within 15 working days unless otherwise notified and the permit(s) will be mailed to the address listed on the application.

RENEWALS

1. Fill out the attached application form completely. Application must be signed.
2. Attach a current copy of your driver's license or passport.
3. Attach two (2) passport sized photos to the space provided on the application form. Photos must have been taken within the last 60 days.
4. Attach copies of health certificates and most recent vehicle health inspection reports for each vehicle you wish listed on your permit, if you are vending food.
5. Attach copies of your California State Board of Equalization Seller's Permit.
6. Attach copies of vehicle registration and proof of vehicle insurance for each vehicle used.
7. Pay \$88 semi-annual (Jan 1 or Jul 1) or \$176 annual permit fee.
8. The application will be processed within 15 working days unless otherwise notified and the permit(s) will be mailed to the address listed on application.

DUPLICATE PERMITS WILL BE ISSUED AT A COST OF \$10 SHOULD YOUR PERMIT BE LOST.



MONTEREY COUNTY, CALIFORNIA
SHERIFF'S OFFICE
 Proudly protecting the community since 1850.

**APPLICATION FOR
 ITINERANT
 VENDOR'S PERMIT**

1414 Natividad Road, Salinas CA 93906 ■ (831) 755-3700 ■ www.montereysheriff.org

- NEW
- RENEWAL
- PERMIT FEES PAID
- PERMIT FEE WAIVED – SEE BUSINESS INFORMATION ON PAGE 2
- FINGERPRINTS TAKEN / FEES PAID
- ANNUAL (RENEW JAN 1) \$176
- SEMI-ANNUAL (RENEW JAN 1/JUL 1) \$88

Attach
2x2 Passport
 Photos Here
 (Taken within the last
 60 days)

PERSONAL INFORMATION

Last Name				First Name				Middle	Age	Date of Birth	
Sex	Race	Height	Weight	Hair Color	Eye Color	Residence Phone			Business Phone		
Residence Address						City			State	Zip	
Mailing Address (if different from above)						City			State	Zip	
Driver's License #						State of Issue			Expiration Date		
Social Security Number						E-mail Address					

VEHICLE INFORMATION

Make	Model	Year	License #
Make	Model	Year	License #

Proof of vehicle insurance with expiration date (must match vehicle(s) listed above)

ARREST INFORMATION

Have you ever been arrested? (except minor traffic violations) NO YES
 If YES, list date, time, place, nature of offense and punishment or penalty: _____

HEALTH DEPARTMENT INFORMATION

Health Permit(s) ATTACHED NOT REQUIRED

MERCHANDISE

Products sold / Type of goods (if produce, complete page 2, line 5)	Where purchased / prepared
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(over)

