



# Special Event/Itinerant License Application

City of Modesto, Business Licensing Division  
PO Box 3442, Modesto, CA 95353

Name of Event: \_\_\_\_\_

Date(s) and Hours of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Address of Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Emergency Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

\*\*\*\*\*

Please answer the following questions:

1. Is your event inside a building or outside? \_\_\_\_\_

2. Do you plan to sell or purchase secondhand or used merchandise?  YES  NO

\*\*\*\*\* **If YES, you must contact the Modesto Police Department at 209-572-9562 and provide them with any dealers licenses and/or related information at least one week prior to the event. \*\*\*\*\***

3. Are you selling food?  YES  NO

\*\*\*\*\* **If Yes, please contact the Stanislaus County Environmental Resources for food service related permits at 209-525-6700. \*\*\*A copy of your Health Department Certificate is required if serving food\*\***

4. Are you a non-profit organization?  YES  NO

**Note: A license fee is required, unless all money collected from the event goes directly to the non-profit organization**

\*\*\*\*\*

## To Calculate the License Fee Due:

1. Total number of vendors participating on the above date(s) \_\_\_\_\_

(Attach a list including the business name and address)

(Please notate which vendors are informational only)

2. Less licensed vendors \_\_\_\_\_

(Include the City of Modesto license number on the attached list)

3. Less 'informational only' vendors \_\_\_\_\_

4. Total vendors subject to license fees \_\_\_\_\_

Daily Group Rate (use the fee schedule attached) \_\_\_\_\_

X number of days \_\_\_\_\_

= Vendor Group License Fee \$ \_\_\_\_\_

+ Itinerant Business License (non-profit excluded) \$ 200.00

Total Payment Due \$ \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

\*\*\*\*\* For Office Use Only \*\*\*\*\*

Account Number: \_\_\_\_\_

# City of Modesto

## Finance Department

### SEC. 6-1.223 ITINERANT VENDORS

Any person who does not maintain a fixed place of business in the City, who is not otherwise specifically licensed under other sections of this chapter, and who is conducting, carrying on, or managing the business of an itinerant vendor, shall pay a business license tax in the sum of two hundred dollars (\$200.00) for each location in advance for a period not to exceed one (1) quarter (90 calendar days) except as provided hereafter.

**SPECIAL EVENT:** The Municipal Code allows show sponsors or coordinators to purchase a single license. The applicable code section is quoted below:

Any person, group of persons, business, corporation, shopping center, or charitable institution which sponsors a bazaar, fair, trade show, swap meet, or similar occasional event in which any person conducts, carries on or maintains the business of an itinerant vendor may purchase a single license in advance for all itinerant vendors participating in any such event at the following scheduled rates:

Number of Itinerant Vendors	Daily Group Rate
1 to 10	\$ 10.00 (each)
11 to 15	\$100.00
16 to 20	\$125.00
21 to 30	\$150.00
31 to 40	\$175.00
41 to 50	\$200.00
51 to 60	\$225.00
61 to 70	\$250.00
71 to 80	\$275.00
81 to 90	\$300.00
91 to 100	\$325.00
over 100	\$350.00

The sponsor or coordinator is required to fill out an application and report the total number of participating vendors. A list of all participants including business name, address and phone number must also be provided to the Licensing Division, at least three (3) business working days before the event. In order for a participant to be considered exempt, the list *must* include the City of Modesto business license number. Exemptions, if valid, will be excluded from the total number of vendors upon which the rate is based. The fee must be paid by the sponsor or coordinator with a single check not later than the last business working day preceding the event.

**EXEMPTIONS:** Those who may claim exemption include anyone holding a current City of Modesto business license, disabled veterans and individual sellers representing charitable institutions (non-profit paperwork from the Secretary of State must be provided). Any participants who meet any of the above criteria must have a current City of Modesto business license. In addition, anyone under the age of 18, or at least 65 years old with annual gross receipts of less than \$10,000 may be exempt if proof of age is provided.

If you have any questions concerning these license requirements or the issuance procedure, please contact the Licensing Division:

City of Modesto  
PO Box 3442  
Modesto, CA 95353  
(209) 577-5389  
FAX # (209) 491-5960