

Vending Cart – Business Application Information

If you are applying for a vending cart please note the following:

1. If you plan to have a vending cart in a parking lot of a business you need –
 - a. Permission from management of the business where you want to park the cart.
 - b. Temporary Use Permit (renewal annually - \$100). Apply for approval at the City Community Development Department at City Hall, 3rd floor. Phone (541) 440-1177.
 - c. Business registration application with the City Manager/Recorder's office at City Hall, 3rd floor (\$130 one time fee). Phone: (541) 672-7701 ext. 222.
 - d. Contact Douglas County Health Department at (541) 440-3500 for food handler's card information and classes.

2. If you plan to have a vending cart in a park you need –
 - a. Concessionaire permit from the City Parks Department (\$20 daily or \$150 monthly) 1st floor at City Hall. If utilities are needed it is an additional \$30 per day. Phone: (541) 440-1188.
 - b. Business registration application with the City Manager/Recorder's office at City Hall, 3rd floor (\$130 one time fee). Phone: (541) 672-7701 ext. 222.
 - c. Contact Douglas County Health Department at (541) 440-3500 for food handler's card information and classes.

3. If you plan to have a mobile vending cart such as an ice cream truck or mobile vending bicycle you need –
 - a. Business registration application with the City Manager/Recorder's office at City Hall, 3rd floor (\$130 one time fee). Phone: (541) 672-7701 ext. 222.
 - b. Contact Douglas County Health Department at (541) 440-3500 for food handler's card information and classes.

For further questions, please contact the City Manager/Recorder's office at (541) 672-7701 extension 222. Thank you.