

INSTRUCTIONS TO VENDOR PERMIT APPLICANTS

All applicants will need:

- Two (2) passport size color photos
- Liability Insurance
\$75,000 for general vending
\$300,000 for vending when using a motor vehicle
- Connecticut State Tax ID Number
To obtain a tax ID number call (203) 336-7890
- If you are vending food of any kind, a Health License must be obtained
To obtain a Health License call (203) 576-8250
- If any flammable substance is used during vending, an inspection from the Fire Department is required
To obtain a fire inspection call (203) 576-8013
- Each vendor must complete the "Hold the City of Bridgeport Harmless" form.
- If you are using a motor vehicle while vending, you must provide all registration and vehicle insurance information.
- The application must be completed fully, including merchandise to be sold.
- If there are assistants, they must complete the assistant form in full, including a "Hold the City of Bridgeport Harmless" form. There is a four (4) assistant limit.
- The fees for vending are as follows:

\$75 Three (3) Day Special Event Permit
\$125 Six (6) Month Permit
\$35 Assistant Vendor Permit***

*****Assistant vendor must be working with primary vendor at all times*****

FEES ARE ACCEPTED IN MONEY ORDER ONLY AND SHOULD BE MADE PAYABLE TO THE "CITY OF BRIDGEPORT"

PLEASE ALLOW ONE (1) WEEK PROCESSING TIME ON ALL PERMITS