



Bridgeport Police Department Instructions for Vendor Permit

All applicants will need:

- Two (2) passport size color photos
(They must be pictures from CVS or Walgreens. Paper photos or photos that are not the same will not be accepted.)
- 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:

\$100 Three (3) Day Special Event Permit
\$140 Six (6) Month Permit
\$35 Assistant Vendor Permit***

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

BANK CHECK OR MONEY ORDERS ACCEPTED, PAYABLE TO THE "CITY OF BRIDGEPORT"

PERMITS NEED TO BE TURNED INTO THE PERMIT OFFICE (2) WEEKS BEFORE EVENT FOR PROCESSING. THERE WILL BE NO EXCEPTIONS.

Permit Office is open Tuesday, Wednesday, and Thursday from 9 a.m. – 2 p.m.
Telephone #: (203) 581-5263 Fax #: (203) 394-6967