CONGRATULATIONS

for starting the process to acquire the City of Los Angeles Sidewalk and Park Vending Permit.

TAKE ADVANTAGE OF THE LOWER FEE \$291.

On July 1, 2022 the fee goes up to \$541

We invite you to visit one of the 8 City of LA **BusinessSource Centers.** Services are Free!

Bilingual advisors will help you complete the required documentation to secure the City of LA, State of California and County of Los Angeles Permits.



Visit these 2 locations if you need to apply for an ITIN

CENTRAL LOS ANGELES

Pacific Asian Consortium in Employment (PACE) 1055 Wilshire Blvd. #900-B Los Angeles 90017 (213) 353-9400

SOUTH LOS ANGELES

Vermont Slauson Economic Development Corporation (VSEDC) 6109 South Western Avenue Los Angeles 90047 (323) 789-4515

NORTH VALLEY

Initiating Change in our Neighborhoods (ICON) 13269 Van Nuys Blvd Pacoima 91331 (818) 302-6114

MID CITY

Pacific Asian Consortium in Employment (PACE) 2900 Crenshaw Blvd Los Angeles 90016 (323) 293-6284

SOUTH VALLEY

Initiating Change in our Neighborhoods (ICON) 8248 Van Nuvs Blvd Panorama City 91402 (818) 894-8800

HOLLYWOOD

Managed Career Solutions (MCS) 4311 Melrose Ave Los Angeles 90029 (323) 454-6115

EAST LOS ANGELES

Barrio Planners, Inc. (BPI) 3530 E. 3rd Place Los Angeles, CA 90063 (323)264-9020

HARBOR

Managed Career Solutions (MCS) 222 West 6th Street, #320 Los Angeles 90731 (310) 221-0644

FOLLOW US TO LEARN MORE

- /BSSLosAngeles
- @bsslosangeles
- @BSSLosAngeles
- vending.lacity.org

INFORMATION IN **OTHER LANGUAGES?**



¿DESEA ESTÁ INFORMACIÓN EN OTROS IDIOMAS? 是否需要以其他语言来了解此信息? この情報を別の国の言葉で希望されますか? 이 정보를 다른 언어로 받고 싶으세요? Хотите эту информацию на других языках? GUSTO MO NG IMPORMASYON NA ITO SA IBANG MGA WIKA? ต้องการข้อมูลนี้เป็นภาษาอื่นหรือไม่? MUỐN THÔNG TIN NÀY BẰNG NGÔN NGỮ KHÁC? آیا این اطلاعات را به زبان دیگری می خواهید داشته باشید؟ यह जानकारी अन्य भाषाओं में चाहिए? ចង់បានពត៌មាននេះ ជាភាសាផ្សេងទៀត?

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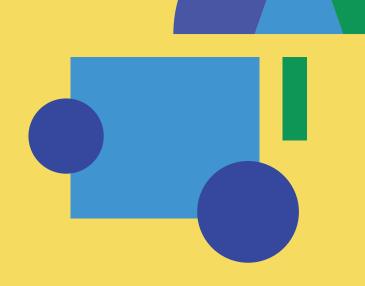
SCAN THIS QR CODE WITH YOUR CELLPHONE'S CAMERA



OR VISIT VENDING.LACITY.ORG

CITY OF LOS ANGELES SIDEWALK & PARK **VENDOR PERMIT PROGRAM**

PAY LESS BY GETTING YOUR PERMIT BEFORE **JULY 1, 2022**



GET STARTED AND SECURE A VENDING PERMIT

The counselors at the BusinessSource Centers are ready to answer your questions and help you secure the required permits. Services are Free!

What Permits Do I Need?

California Department

of Tax and Fee

Administration.

Sellers Permit

LA County Public Health

Public Health Permit

Needed to Start the Plan

2. Completed Plan Check

1. Two sets of detailed plans

Build Cart based on approved plan

Prior to scheduling final inspection of

food cart, vendor must have:

3. Public Health Permit Application

Final Inspection of Food Cart

1. Cart Build to Approved Plan

2. Submit Documents listed in box above

Public Health Permit Issued

1. Commissary contract

2. Route Slip

4. Permit Fee

SIDEWALK AND PARK

Things you need to bring

VENDING PERMIT CHECKLIST

Government issued photo ID:

Passport or Consular ID

Driver's License . California Identification

Check Process:

Application

3. Plan Check Fee

GET YOUR PERMITS

WHAT ARE YOU **SELLING?**

FOOD

City Department of

Certificate (BTRC)

Finance

California Department

of Tax and Fee

Administration

Sellers Permit

1. BTRC

APPLY FOR

STREETSLA

VENDING

PERMIT

2. Sellers Permit

3. Permit Fee

Business Tax

Registration



START HERE

FAQ'S

WHO NEEDS A PERMIT?

merchandise on City of LA sidewalks

WHY DO I NEED A PERMIT?

It protects you as a vendor and ensures

health, safety and welfare of residents

HOW OFTEN DO I NEED TO RENEW

WHAT IF I DON'T GET A PERMIT?

for not having a proper license or permit

Vendors will be fined \$250 to \$1,000

Anybody who sells food or

and City Parks

and visitors

MY PERMIT?

Every 12 months

NO

DO YOU ALREADY HAVE A **SOCIAL SECURITY NUMBER OR ITIN** - INDIVIDUAL TAXPAYER **IDENTIFICATION NUMBER?**

YES

Visit one of these 2 BusinessSource Centers to apply for an ITIN

> Great! You're ready to aet started.

Visit one of the 8 City of LA BusinessSource Centers

VISIT ONE OF THE BUSINESSSOURCE CENTERS NEAR YOU



Services Are Free!



to bring a

MERCHANDISE

City Department of

Certificate (BTRC)

Finance

Business Tax Registration

Don't forget photo ID !!!

CONGRATULATIONS!

City of Los Angeles, Office of Finance 200 N. Spring Street, Room 101 Los Angeles CA 90012 (844) 663-4411 | Finance.lacity.org

WHERE DO I GET A BTRC?

WHERE DO I GET A SELLERS PERMIT?

State of California, Department of Tax & Fee **Administration** 5901 Green Valley Circle, Suite 200 Culver City CA 90230 (310) 342-1000 | cdtfa.ca.gov

WHERE DO I GET A HEALTH PERMIT?

County of Los Angeles Department of Public Health **5050 Commerce Drive** Baldwin Park, CA 91706 (888) 700-9955 | publichealth.lacounty.gov

WHERE DO I APPLY FOR THE CITY OF LA SIDEWALK AND PARK VENDING PERMIT?

StreetsLA Permit:

YOU'RE READY TO **OPEN FOR BUSINESS**

Visit StreetsLA Headquarters 1149 S. Broadway, Room 350, Los Angeles CA 90015 (213) 847-6000 | vending.lacity.org

ENSURE A SUCCESSFUL START TO YOUR SIDEWALK VENDOR BUSINESS

Following the Rules and Regulations.



VENDORS MUST POSSESS UP TO DATE BUSINESS. TAX AND HEALTH **PERMITS**



BE AWARE OF NO VENDING AREAS



KEEP IT CLEAN. YOU MUST PICK UP TRASH AND RECYCLE



KEEP PRODUCE BAGGED / **PROTECTED FROM BUGS**



KEEP THE SIDEWALK OPEN FOR PEDESTRIANS



FOLLOW STATE LAWS ON FOOD **VENDING**





