



APPLICATION FOR TRANSIENT RETAIL BUSINESS PERMIT

Gettysburg Borough Ordinance Chapter 13, Part 4 requires that all persons engaged in peddling, canvassing, soliciting, and taking orders, either by sample or otherwise, for any goods, wares or merchandise, upon any of the streets or alleys, sidewalk or public grounds or from house to house, on a temporary basis, in the Borough of Gettysburg, obtain a license from the Mayor. A copy of Transient Retail Business Ordinance can be reviewed at the Borough office or online at the Borough's website at www.Gettysburg-PA.gov.

Please accurately and completely provide the requested information on the following application to assist the Mayor in his/her determination as to whether or not a Transient Retail Business License should be issued. The information on this application will be used by the Mayor's office to determine the appropriateness of a license.

Section A

Date: _____

Transient Retail	<i>\$55.00 Daily</i>
License Fees:	<i>\$200.00 Monthly</i>
	<i>\$600.00 Yearly</i>

Person Completing
Application: _____

Firm or Business
Name: _____

Street: _____ Phone: () _____

City, State, Zip: _____ Email: _____

Firm or Business
Name: _____

(if different from above)

Street: _____ Phone: () _____

City, State, Zip: _____ Email: _____

Section B

Please specifically list the areas and cities where you have recently conducted your business or sales:

Borough of Gettysburg
59 East High Street
Gettysburg, PA 17325
(717) 334-1160 ext. 247

Permit Number _____

Section C

Below, briefly describe the nature of your business, methods of sales, and the service/products your firm or business will offer.

Section D

Please list the specific areas of the Borough where you intend to conduct your business, and the event or date(s) during which you will be conducting your business:

Section E

Complete the following information for each individual who will be engaged in transient retail business for your business or firm (a permit will be required for each individual):

1. Name: _____ Address: _____ Phone: () _____	2. Name: _____ Address: _____ Phone: () _____
3. Name: _____ Address: _____ Phone: () _____	4. Name: _____ Address: _____ Phone: () _____

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Section F

Permit Approval

Director of Planning / Borough Representative

Date

Section G

PAYMENTS:

Mail or Drop Off Application to:

Borough of Gettysburg Planning Department
Attn: Karen Mesher
59 East High Street
Gettysburg, PA 17325

Check or Money Order Made Payable
to: **Borough of Gettysburg**

NOTES:

1. Vendor will make at least one trash receptacle available during hours of operation.
2. Vendor will ensure that all vehicles used in business are moved at least once within every forty-eight hour period.
3. Vendor will not block ordinary pedestrian or vehicular passage.
4. Vendor will ensure that any wires used in the operation of the business are securely installed so as not to endanger pedestrians.
5. Vendor cannot set up on Lincoln Square until after 12:00 PM on Saturdays during the farmer's market event.