

CITY OF ST CLAIR VENDOR PERMITS

Requirements For Issuance Of Peddlers, Solicitors Or Transient Merchants permits

1. If participating as part of a Special Event, approval must be obtained from the event sponsor prior to the review of the application.
2. A permit application must be completed and returned to the City Clerk, at least **Fourteen (14) working days prior to the beginning of the activity or event.** The City Clerk will conduct an initial review and submit to the Chief of Police. The Chief of Police has the right to accept or reject any applications received after that date.
3. Complete application in full. **The application review process cannot begin until all materials have been submitted.**
4. Submit the required fee with your application. Current charges are:

One day event	\$ 50.00
Weekend event (Fri, Sat, Sun)	\$ 100.00
Monthly Permit	\$ 150.00
Annual Permit (rolling calendar)	\$ 350.00

Submit the amount of the permit fee only. Any other payments should be made to the event sponsor.

These fees are subject to change from time to time by Resolution of the City Council. Checks should be made payable to the City of St Clair.

5. Provide a certificate of liability insurance naming the City as an additional insured. Minimum amounts of coverage are \$1,000,000 per occurrence and \$2,000,000 aggregate
6. If the permit involves food or beverage sales, **St Clair County Health Department approval must be obtained.** City of St. Clair vendor permits are void without Health Department approval.
7. Street, road, highway, public right-of-way, park and boardwalk sales are prohibited. The Chief of Police has the authority to designate the locations of the sales activity. According to the Michigan Uniform Traffic Code (CI R 28.1713): (1) persons shall not

stand in a roadway for the purpose of soliciting a ride, employment or business from the occupant of any vehicle; and (2) a person who violates this section is guilty of a civil infraction.

8. Sales on private property may be subject to review and approval of the Planning Commission.
9. If sales are to be made from a vehicle, the Police Department reserves the right to inspect the vehicle for safety. The Police Department also reserves the right to inspect articles for sale to determine that they do not present a danger to the health, safety or general welfare of the public
10. Sales hours are 9:00 am to 9:00 pm unless other hours are set by City Council.
11. If an application is approved by the Chief of Police and City Clerk, the applicant will be issued a vendor permit which must be displayed at all times and is non-transferable. **Failure to display this permit and company identification during sales may be cause for revocation of the permit.**
12. The Police Department has the right to revoke any permit for improper conduct, improper sales, failure to obtain required City or other governmental agency approvals, or failure to submit valid proof of insurance.
13. Nonprofit organizations and veterans who provide the state peddler's license issued by the County Clerk are required to obtain a permit but are exempt from the fee provisions described herein. All other rules and regulations apply.
14. Return completed application to: City of St. Clair, 547 N. Carney Drive, St. Clair, Michigan 48079.