



Home of the
St. Paul Rodeo

City of St. Paul

Dear Rodeo Vendor:

Enclosed is an application packet to obtain a Temporary Merchant Sales Permit from the City of St. Paul to sell in the city during the 4th of July Rodeo. ***This packet is in addition to any paperwork requested by and submitted to the St. Paul Rodeo Association.*** Please review the packet carefully to ensure that the following requested information is completed and returned:

- Application, completely filled out, signed and dated
- Check or money order for Permit Fee payable to the City of St. Paul
- Disclaimer and Indemnity Agreement, signed and dated
- Copy of applicant's picture identification
- Copy of employee picture identification
- Employee/Agent Certification if anyone other than permittee will be selling
- Copy of food handler's card(s), if selling food
- Copy of restaurant license, if selling food
- Certificate of Liability Coverage for \$500,000 with "**City of St. Paul**" listed as additional insured (listing of "St. Paul Rodeo Association" does not meet City's liability requirement)

The fee schedule is as follows:

Temporary Merchant Sales Permit	\$100
Multiple units owned by one permittee	\$100 per unit for the first two units \$80 per each additional unit \$500 maximum

All paperwork ***must be received no later than March 31, 2016.*** Please mail the completed packet of information along with your check made payable to The City of St. Paul at:

City of St. Paul
P.O. Box 7
St. Paul, OR 97137

No vendors will be allowed to set-up operations in the city park without showing a validated City of St. Paul Sales Permit to the St. Paul Rodeo Association and City representative. Once your operations are set-up, the sales permit must be posted in a conspicuous location throughout the rodeo as permits will be checked.

If you have any questions, please contact me at the city office at 633-4971.

Sincerely,

City of St. Paul

Enclosures

P.O. Box 7
20239 Main Street, NE
St. Paul, OR 97137

Phone: 503-633-4971
Fax: 503-633-4972
E-mail: stpaulcity@stpaultel.com

CITY OF ST. PAUL, OREGON
Application for a Sales Permit

Please print or type all answers. Answer all questions completely. Please include a photocopy of applicant's picture identification. Applications that are incomplete or are not accompanied by the appropriate fee will be rejected.

1. Check the type of permit applied for:
 Peddler Solicitor Street Vendor Temporary Merchant

Number of Units: _____

2. Full Name of Applicant: _____ Date of Birth: _____
 Full Name of Business: _____
 Current Business or Residence Address of Applicant: _____
 City: _____ State: _____ Zip Code: _____
 Telephone: Day: _____ Evening: _____ Cell: _____
 Driver's License Number: _____ State of Issue: _____
 Vehicle (s) Make and License #: _____

3. List information for all persons working for the applicant within the City of St. Paul:

Full Name:	Address:	Driver's License #:	Date of Birth

For additional persons, please attach a separate sheet with the required information. Include photocopy of persons' picture identification.

4. Detailed description of merchandise, services, and/or activities offered for sale/or solicitation:

5. Will you be providing food services to the public? Yes No
 If YES, attach a copy of your food handling permit(s) and a copy of your restaurant license.

6. Have you ever been denied a sales permit by the City of St. Paul, or any other city or county, in the State of Oregon during the last 5 years?
 Yes No IF YES, explain. List the city or county that denied the permit and the reason(s) why.

APPLICANT CERTIFICATION:

I/We certify that the information contained in this application is true and complete to the best of my knowledge. I/We understand that giving false information on this application is grounds for suspension, revocation, or denial of a sales permit and may result in civil penalties.

Date: _____ Applicant (s): _____

DISCLAIMER AND INDEMNITY AGREEMENT

1. The undersigned Vendor is executing this Disclaimer and Indemnity Agreement as a condition of being granted a license under the St. Paul Sales and Solicitations Ordinance (Ordinance No. 1994-159 and 2002-185, as amended)
2. Vendor understands and agrees that the issuance of any permit granted under such Ordinance does not relieve Vendor of complying with any other local, state or federal regulations and requirements.
3. Vendor shall not use the issuance of any permit as an endorsement of Vendor's activities by the City or otherwise use such permit to solicit business for Vendor.
4. City specifically disclaims any and all liability with regard to Vendor's activities or those of Vendor's independent contractors, agents, employees or those acting directly or indirectly at the direction or request of Vendor ("Related Parties").
5. Vendor holds City harmless from any and all claims, causes of action, complaints of any kind whatsoever with regard to Vendor's or Related Parties' actions, omissions or activities in any way whatsoever. Vendor agrees to fully indemnify City with regard to any claim that may be brought against City directly or indirectly in connection with such actions.

Date: _____ Signature: _____

_____, "Vendor"
(Print name)
Address: _____

Phone No.: _____