



Special Event/Itinerant License Application

Business License Division | 1010 10th Street, Suite 2100 | Modesto, CA 95353 | (209) 577-5389

Name of Event: _____

Date(s) and Hours of Event: _____

Location of Event: _____

Name of Organization: _____

Address of Organization: _____

Contact Person: _____ Phone Number: _____

Emergency Contact Person: _____ Phone Number: _____

Please answer the following questions.

1. Do you plan to sell or purchase secondhand or used merchandise? YES NO

If YES, you must contact the Modesto Police Department at 209-572-9562 and provide them with any dealers licenses and/or related information at least one week prior to the event.

2. Are you serving/selling food? YES NO

If Yes, please contact the Stanislaus County Environmental Resources for food service related permits at 209-525-6700. A copy of your Health Department Certificate is required if serving food

3. Are you a non-profit organization? YES NO

Note: A license fee is required, unless all money collected from the event goes directly to the non-profit organization

To Calculate the License Fee Due:

1. Total number of vendors participating on the above date(s) _____

Attach a list including the business name and address

Please notate which vendors are informational only this DOES NOT include vendors who provide information to advertise their product or service)

2. Less licensed vendors _____

(Include the City of Modesto license number on the attached list)

3. Total vendors subject to license fees _____

Daily Group Rate (use the fee schedule attached) \$ _____

X number of days _____

= Vendor Group License Fee \$ _____

AB1379 State Fee **\$4.00**

+ Itinerant Business License (non-profit excluded) **\$ 200.00**

Total Payment Due \$ _____

Signature _____

Date _____

** For Office Use Only **

Account Number: # _____

City of Modesto

Department of Finance

SEC. 6-1.223 ITINERANT VENDORS

Any person who does not maintain a fixed place of business in the City, who is not otherwise specifically licensed under other sections of this chapter, and who is conducting, carrying on, or managing the business of an itinerant vendor, shall pay a business license tax in the sum of two hundred dollars (\$200.00) for each location in advance for a period not to exceed one (1) quarter (90 calendar days) except as provided hereafter.

SPECIAL EVENT: The Municipal Code allows show sponsors or coordinators to purchase a single license. The applicable code section is quoted below:

Any person, group of persons, business, corporation, shopping center, or charitable institution which sponsors a bazaar, fair, trade show, swap meet, or similar occasional event in which any person conducts, carries on or maintains the business of an itinerant vendor may purchase a single license in advance for all itinerant vendors participating in any such event at the following scheduled rates:

Number of Itinerant Vendors	Daily Group Rate
1 to 10	\$10.00 (each)
11 to 15	\$100.00
16 to 20	\$125.00
21 to 30	\$150.00
31 to 40	\$175.00
41 to 50	\$200.00
51 to 60	\$225.00
61 to 70	\$250.00
71 to 80	\$275.00
81 to 90	\$300.00
91 to 100	\$325.00
over 100	\$350.00

The sponsor or coordinator is required to fill out an application and report the total number of participating vendors. A list of all participants including business name, address and phone number must also be provided to the Licensing Division, at least three (3) business working days before the event. In order for a participant to be considered exempt, the list **must** include the City of Modesto business license number. Exemptions, if valid, will be excluded from the total number of vendors upon which the rate is based. The fee must be paid by the sponsor or coordinator with a single check not later than the last business working day preceding the event.

EXEMPTIONS: Those who may claim exemption include anyone holding a current City of Modesto business license, disabled veterans and individual sellers representing charitable institutions (non-profit paperwork from the Secretary of State must be provided). Any participants who meet any of the above criteria must have a current City of Modesto business license. In addition, anyone under the age of 18, or at least 65 years old with annual gross receipts of less than \$10,000 may be exempt if proof of age is provided.

If you have any questions concerning these license requirements or the issuance procedure, please contact the Licensing Division:

Business License Division
PO BOX 3442
Modesto, CA 95353
Phone: (209) 577-5389
Fax: (209) 491-5960