**City of Queen City, TX**

P.O. Box 601 Loop 236 | Queen City, TX 75572

P: 903-796-7986 | F: 1-855-330-1186

**Itinerant Vendor Requirements**

1. You must have a Texas Sales & Use Tax Permit issued with the address of your location before you can open your business for sales. (acquired online [www.window.state.tx.us/taxinfo/sales/](http://www.window.state.tx.us/taxinfo/sales/)) (Queen City address must be on permit)
2. Permits are: $50 (30 day permit)

$75 (60 day permit)

$125(180 day permit)

1. Permits are good for a maximum of 180 days
2. Completed application for Itinerant Vender Permit
3. Valid Texas Drivers License
4. Written consent and lease from property owner for whom which property you will be established, signed & dated.
5. If food, of any kind will be sold, a health inspection permit will be required.
6. A poly cart trash contract with Sanitation Solution is required.
7. Proof of grease disposal.It is unlawful to discharge,fats, oil and grease into the sewer system. These substances often result in stoppages in manholes and sanitary sewer lines which may result in an overflow of sewage onto the ground and into ditches and waterways. Sanitary sewer overflows are unsightly and unsanitary and may result in fines to the city.

**City of Queen City, TX PERMIT NO.\_\_\_\_\_\_\_\_\_\_\_\_\_**

P.O. Box 601 Loop 236

Queen City, TX 75572 **ACCOUNT NO.\_\_\_\_\_\_\_\_\_\_\_\_**

P: 903-796-7986

F: 1-855-330-1186 **Date Issued: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Expiration Date: \_\_\_\_\_\_\_\_\_\_\_\_\_**

**Application for Itinerant Vendor’s Permit**

DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Driver’s License: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Legal Name of Itinerant Business: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Trade Name or DBA (doing business as) Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Texas Sales Tax ID Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address of Itinerant Business: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Manager:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of proposed use, sales, or event:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE OF APPLICANT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**For Office Use Only:**

|  |  |
| --- | --- |
| **Permit Fee: Type:** | **Approved By:** |
|  |  |

**This application must be accompanied with the applicable fee, valid ID & Texas Sales & Use Tax ID.**

**Additional documentation may be required.**