

VENDOR PERMIT APPLICATION CHECKLIST

APPLICATION COMPLETED	<input type="checkbox"/>	Required
SIGNED PROPERTY OWNER PERMISSION	<input type="checkbox"/>	Required
VALID TAX ID #	<input type="checkbox"/>	Required
CURRENT REGISTRATION AND INSURANCE	<input type="checkbox"/>	Required
MOBILE FOOD UNITS REQUIRE A CURRENT LICENSE / PERMIT FROM TDSHS	<input type="checkbox"/>	If Applicable
PROOF OF OWNERSHIP OF MERCHANDISE IF QUESTIONS OR CONCERNS	<input type="checkbox"/>	If Requested

NOTES

CURRENT PERMIT FEES:

- 1 week: \$10 (minimum permit fee)
- 1 month: \$25
- 1 year: \$250
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Certain types of activities are exempt from some or all of these requirements

- Locally sponsored charitable and civic activities and events
- Personal garage and yard sales
- Produce vendors
- Any vendor set up at the Sabine County Farmer's Market during normal Farmer's Market operating hours



Vendor / Solicitation Permit Application

City Hall
211 Starr St
P.O. Box 788
Hemphill, Texas 75948
(409) 787-2251
Fax (409) 787-2259

Permit No: _____

Date: _____

Primary Applicant Name:	Drivers License No.
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Address (Applicant):	City:	State:	Zip:	Phone:
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Legal Business Name :

Address (Business):	City:	State:	Zip:	Phone:
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Vehicle Description:	License Plate No:
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Description of Activity:

Location of Activity (Door to Door or Vendor Location):

All Names on Permit:	Tax ID #:
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I hereby certify that I have read and completed this application and know the same to be true and correct. I understand that this permit will expire _____ from the date of issue. I agree to provide the City of Hemphill with any change of information in regard to this permit application. I have been given a copy of the information sheet in regard to vendor/solicitation permit. I understand that failure to abide by City of Hemphill Ordinances in regard to solicitation may result in fines, citations and/or the denial of future permits.

Signature of Applicant _____
Date

FOR OFFICE USE ONLY

Issued by: _____ Fee Collected: _____

Thad Smith, City Manager _____
Date

Renewal Information:

Date Renewed:	Date Expires:	Renewed By:
Date Renewed:	Date Expires:	Renewed By:

OWNER PERMISSION LETTER

I, _____, the property owner, tenant, or lessee of
the property located at _____ in Hemphill,
TX 75948 give _____

consent to use said property for the purpose of selling as a peddler, itinerant
vendor, or solicitor for the duration of their current vendor permit.

Signature

Date