

**City of Newburgh  
Application for Peddler's License**

Date: \_\_\_\_\_

1. Name of Applicant: \_\_\_\_\_

2. Address: \_\_\_\_\_

3. Date of Birth: \_\_\_\_\_ Telephone #: \_\_\_\_\_

4. Nature of Business: \_\_\_\_\_

**PHYSICAL DESCRIPTION:**

5. Male: \_\_\_\_\_ Female: \_\_\_\_\_ Eye Color: \_\_\_\_\_ Height: \_\_\_\_\_

6. Types of articles for sale: \_\_\_\_\_

7. If articles for sale are farm product(s), check one of the two (2) lines and describe type:

\_\_\_\_\_ Home Grown: \_\_\_\_\_

\_\_\_\_\_ Purchased from commercial market: \_\_\_\_\_

8. Duration of license requested\*: \_\_\_\_\_ \*Seasonal (April 15 – October 15)  
\*NON-FOODS ONLY  
\_\_\_\_\_ Annual (January 1 – December 31)

\*Mobile food vendors eligible for annual licenses only.

9. Proposed Location to peddle: \_\_\_\_\_

10. Will a vehicle be used in peddling? \_\_\_\_\_  
If yes: Vehicle Make: \_\_\_\_\_ Vehicle Model: \_\_\_\_\_  
License Plate #: \_\_\_\_\_

10a. Will a Trailer be used? \_\_\_\_\_  
If yes, description: \_\_\_\_\_  
License Plate #: \_\_\_\_\_

11. If a source of power or energy is to be used, please describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*All Applicants must make an appointment with the City of Newburgh Fire Department by calling (845) 569-7420 for application review and approval.**

12. Fingerprint card must be signed and attached.
13. Attach proof of a valid current Certificate of Authority from the NYS Department of Taxation and Finance to collect sales tax on all sales subject thereto by law.
14. Provide proof of certification and approval by the County Sealer of Weights and Measures of all scales and measuring devices used by the applicant in the conduct of business.
15. Two photographs of the applicant must be attached. Photographs must be taken within 60 days of this application and be of passport quality.
16. Have you ever been convicted of or pleaded guilty to any crime? \_\_\_\_\_  
If so, state the nature of offense, date of conviction and the punishment or penalty:  
\_\_\_\_\_  
\_\_\_\_\_
17. Have you ever had a license denied/revoked? \_\_\_\_\_ If yes, what year: \_\_\_\_\_  
Explanation of circumstances for revocation: \_\_\_\_\_  
\_\_\_\_\_
18. Attach a statement from a physician licensed in New York State, dated no longer than (10) days prior to this application, certifying that you are free of contagious, infectious or communicable diseases.
19. If you are peddling food products, you are also subjected to Orange County Department of Health rules and regulations, and you must submit proof of compliance with those rules and regulations.
20. If you have been licensed by the City as a peddler within the past five (5) years, you must submit proof of payment of New York State Sales Tax for the most recent year licensed.
21. The application fee for a non-food license is \$100.00. This fee is non-refundable should your application be denied. This fee is also separate from the license issuance fee, should your application be approved.
- 21a. The application fee for a food license is \$350.00. This fee is non-refundable should your application be denied. This fee includes the first year of your license, should your application be approved.

22. **\*\*\*YOUR LICENSE MUST BE DISPLAYED AND VISIBLE DURING OPERATION AND PRODUCED AT THE REQUEST OF ANY CITIZEN, CITY OFFICIAL, OR OFFICER.**

\_\_\_\_\_, being duly sworn, deposes and says that he/she is the individual making the forgoing application for a peddler's license and that the answers to the foregoing questions and other statements contained therein are true of his/her own knowledge and belief and that he/she has received a copy of the Rules & Regulations for Peddler's, Vendors and Solicitors of the City of Newburgh, New York.

Sworn to before me this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public or Commissioner of Deeds

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**\*\*FOR OFFICE USE ONLY\*\***

Approved by the Fire Chief: \_\_\_\_\_

Approved by the Police Chief: \_\_\_\_\_

License No.: \_\_\_\_\_ Issue Date: \_\_\_\_\_

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

By: \_\_\_\_\_, City Clerk

**City of Newburgh  
Application for Peddler's License  
Mobile Food Vehicle Supplement**

Pursuant to City of Newburgh Code of Ordinances §223-9(C), all persons desiring to operate a mobile food vehicle shall provide the following information:

1. Name, address, phone number, e-mail address, and signature of the owner (if a natural person) of the mobile food vehicle, or the same information for any business entity and any officer or member of the business entity that owns the mobile food vehicle.

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2. If the applicant is a business entity, the name and address of its registered agent.

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3. Names, addresses, e-mail addresses, phone numbers, of all individuals who will operate the mobile food vehicle, drive the mobile food vehicle to a particular location, or prepare or sell food to the public. Please indicate whether each individual(s) will operate the vehicle out of your presence at times, or will assist you in operation only in your presence.

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4. Provide a valid copy of all licenses, permits or certificates required by the County of Orange, the State of New York or any subsidiary enforcement agencies or departments thereof.
5. Provide a valid copy of New York State Department of Motor Vehicles registration and certificate of inspection and valid driver's licenses of all vehicle operators.
6. Address used for the base of operations for all cleaning, disposal of wastewater, and mobile food vehicle servicing operations.

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7. Provide proof of valid public liability, food products liability, and property insurance, with the City of Newburgh named as an additional insured, in an amount not less than \$500,000 per occurrence.

8. \_\_\_\_\_, being duly sworn, deposes and says that he/she is the individual making the forgoing applicant for a peddler's license and that the answers to the foregoing questions and other statements contained therein are true of his/her own knowledge and belief and that he/she has received a copy of the Rules & Regulations for Peddler's, Vendors and Solicitors of the City of Newburgh, New York. I also agree to hold harmless the City and its officers and employees, and shall indemnify and hold harmless the City and its officers and employees for any claims for damage to property or injury to persons which may be occasioned by any activity carried on under the terms of the license.

\_\_\_\_\_

Sworn to before me this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public or Commissioner of Deeds

# PERSONAL IDENTIFICATION

Name \_\_\_\_\_ Class \_\_\_\_\_  
 (Please type or print plainly)

Color \_\_\_\_\_ Sex \_\_\_\_\_ Ref: \_\_\_\_\_

### RIGHT HAND

1. Thumb	2. Index Finger	3. Middle Finger	4. Ring Finger	5. Little Finger

### LEFT HAND

6. Thumb	7. Index Finger	8. Middle Finger	9. Ring Finger	10. Little Finger

Classified \_\_\_\_\_ Assembled \_\_\_\_\_  
 \_\_\_\_\_ Verified \_\_\_\_\_  
 Index Card \_\_\_\_\_ Answered \_\_\_\_\_

Note Amputations \_\_\_\_\_

Signature of applicant \_\_\_\_\_

Four Fingers Taken Simultaneously		Four Fingers Taken Simultaneously	
Left Hand	L. Thumb	R. Thumb	Right Hand

Finger prints taken on \_\_\_\_\_

By \_\_\_\_\_