

What is sidewalk vending?

Sidewalk vending is defined as a person who sells, offers to sell, operates, engages in or carries on a food or merchandise vending business from a pushcart, stand, display, pedal driven cart, wagon, showcase, rack or other non-motorized conveyance, or from one's person, upon a public sidewalk, property, or other pedestrian path. Sidewalk vendors are considered either roaming or stationary.

What is a stationary sidewalk vendor?

A stationary sidewalk vendor is a person who sells from a fixed location.

What is a roaming side walk vendor?

A roaming sidewalk vendor is a person that moves from place to place and stops only to complete a transaction.

Am I required to register with the city?

Yes, in order to operate as a sidewalk vendor you must obtain a permit from the City of San Bernardino Business Registration Office at 201 N E St. 201A, San Bernardino, CA 92401.

Do I need to display my Business Registration Certificate?

Yes, your business registration certificate and any county permits are required to be displayed at all times.

What is the fee?

The fee for the permit is \$60 plus a \$4 state mandated fee. If an encroachment permit is needed the total fee must be obtained from the City of San Bernardino Public Works Department.

What can I sell?

Sidewalk vendors are allowed to sell whole uncut fruit, pre-packaged food items that do not require refrigeration, general merchandise, and agricultural products (this excludes cannabis).

Can I sell items from my vehicle?

No, motorized vehicles are excluded from operating as a sidewalk vendor.



Do I need an approved cart to be a sidewalk vendor?

If you are selling food you must obtain a County of San Bernardino Sidewalk vending permit, and abide by the requirements imposed by the County of San Bernardino. For general merchandise (non-food) you can sell from a pushcart, stand, display, pedal driven cart, wagon, showcase, rack or other non-motorized conveyance, or from one's person.

What do I need to bring in order to obtain a permit?

The required items depend on what you're selling and if you will be a mobile or stationary vendor.

1. **Mobile food vendors** must provide the following:
 - a. County of San Bernardino Health Permit for Sidewalk vending.
 - i. Food handler permits for employees must also be obtained.
 - b. General liability insurance in the amount of \$1,000,000, naming the **City of San Bernardino** as an additional insured.
2. **Stationary food vendors** must provide the following:
 - a. County of San Bernardino Health Permit for Sidewalk vending.
 - i. Food handler's permits for employees must also be obtained.
 - b. Site plan for the location being used for vending.

- c. Encroachment permit issued from the City of San Bernardino Public Works Department.
 - d. General liability insurance in the amount of \$1,000,000, naming the **City of San Bernardino** as an additional insured.
3. **Mobile merchandise vendors** must provide the following:
 - a. General liability insurance in the amount of \$1,000,000, naming the **City of San Bernardino** as an additional insured.
 - b. Seller's permit for the City of San Bernardino.
4. **Stationary merchandise vendors** must provide the following:
 - a. Site plan for the location being used for vending.
 - b. Seller's permit for the location being used for sidewalk vending.
 - c. Encroachment permit issued from the City of San Bernardino Public Works Department.
 - d. General liability insurance in the amount of \$1,000,000, naming the **City of San Bernardino** as an additional insured.

Where can a sidewalk vendor operate?

Sidewalk vendors may operate at semi-permanent locations such as the public sidewalk, public right-of-way, and public parks. Sidewalk vendors cannot operate on private property with or without the permission of the owner. Sidewalk vending in a public park is permitted unless the City has an exclusive concession agreement with a vendor selling similar items in the park.

Can the Sidewalk vending permit be used to operate at a farmers market or special event?

No, a separate permit to operate is required for a Farmers Market, Swap meet or Special event.

Can I apply online to operate as a sidewalk vendor?

No, due to the documents needed to operate we are unable to accept applications online.

What is the penalty for someone who operates without a Sidewalk vending permit?

An administrative fine of **\$250** will be assessed to first violation, **\$500** to the second violation and **\$1,000** for each additional fine issued **within one year of the first violation.**

What is the penalty for someone who violates the sidewalk vending ordinance?

An administrative fine of **\$100** will be assessed to first violation, **\$200** to the second violation and **\$500** for each additional fine issued **within one year of the first violation.**

ADDITIONAL RESOURCES

County of San Bernardino Offices

**Department of Public Health
Environmental Health Services
(Health Permit for Food Sales)**

Address: 385 N Arrowhead Ave., 2nd Floor
San Bernardino, CA92415
Phone: 1-800-442-2283
<http://www.sbcounty.gov/dph/dehs>

**Fictitious Business Name Filing Office
(Fictitious Name Registration)**

Address: 222 W Hospitality Lane, 1st Floor
San Bernardino, CA 92415
Phone: 909-387-8306
<http://www.sbcounty.gov/arc/>

State Agencies

**California Department of Tax and Fee
Administration (CDTFA)
(Seller's Permit)**

Address: 3737 Main St.
Riverside, CA 92501
Phone: 951-680-6400
<https://www.cdtfa.ca.gov/>

**Secretary of State
(Corporate Filing)**

Address: 300 South Spring St.
Los Angeles, CA 90013
Phone: 916-657-5448
<https://www.sos.ca.gov>

City Offices

**Business Registration Office
(Sidewalk Vending Permit)**

Address: 201 N E St. Bldg. 201A (1st Floor)
San Bernardino, CA 92401
Phone: 909-384-5035 or 909-384-5302
www.sbcity.org/cityhall/finance/business_registration

**Public Works Department
(Encroachment Permit)**

Address: 201 N E St. Bldg. 201B (2nd Floor)
San Bernardino, CA 92401
Phone: 909-384-7272
<http://www.sbcity.org/cityhall/publicworks>

Information on Senate Bill 946 can be found at:

https://leginfo.legislature.ca.gov/faces/billPdf.xhtml?bill_id=201720180SB946&version=20170SB94693CHP



City of
San Bernardino
California

**SIDEWALK VENDING PERMIT
INFORMATION**



Finance Department
Business Registration Office
201 N E St. Bldg. 201A
San Bernardino, CA 92401
909-384-5035 or 909-384-5302
www.sbcity.org/cityhall/finance/business_registration