

## What do you need to do?

- To legally sell within the City of Gunnison, a sidewalk vendor must get the approval of four, or possibly five, different departments within the City.
- A checklist is made available to track your progress throughout the process.
- When these conditions are met, the Sales Tax License will be issued by the City Finance Office.
- If you are unsure of whether you are a transient merchant or not, please contact the City Clerk's Department.



If you need help or have any questions, please feel free to contact the Community Development Department.

201 W. Virginia  
P.O. Box 239  
Gunnison, CO 81230  
Your Address Line 4  
Phone: 970-641-8090

City of Gunnison

## Vendor License Informational Packet



## Understanding Street Vending

Although the primary purpose of the public sidewalks is for pedestrian use, regulated vending located on the public sidewalks promotes the public interest by contributing to an active pedestrian environment.

### Definitions

For the purposes of this pamphlet, the following definitions shall apply:

**Stand:** Any table, showcase, bench, or rack used for displaying, storing, or transporting articles offered for sale by a vendor.

**Vendor:** Any person engaged in the selling, or offering for sale, food, beverages, or merchandise on the public sidewalks from a stand or from his/her person.

## Guidelines for Street Vending

### Size Requirements:

No stand shall exceed **four feet in width and six feet in length and seven feet in height** and no stand shall overlap onto the adjacent owner's property from the vendor's premises.

### Advertising:

**No advertising, except in the posting of prices, shall be permitted on any stand** except to identify the name of the product or the name of the vendor in accordance with the City Sign Code.

### Prohibited Conduct:

No vendor shall:

- A. **Vend from or place a stand in a position other than immediately adjacent to the vendor's building.**
- B. Store, park, or leave any stand overnight on any sidewalk.
- C. Sell food or beverages for immediate consumption unless he has available for public use his own or a public litter receptacle.
- D. Solicit or conduct business with persons in motor vehicles.

## Street Vendor Checklist

- County Health Department**  
970-641-5105  
Food Sales—if you are selling food, you must have the Health Department's approval first.
- Community Development**  
970-641-8090  
Zoning—As per Ordinance 8-2-5: "Vending is prohibited with the exception it is permitted within the central business district and commercial zones, as defined in the official Zoning Code".  
Sidewalk Vending Issues  
Sign Issues
- Parks and Recreation**  
970-641-8060  
Park Vending (Optional) - If you are planning on selling within a park, you must check with the Parks Department and get their approval.
- Clerk's Department**  
970-641-8080  
Transient Merchant—Check to see if you fit within the Transient Merchant Licensing.
- Finance Department**  
970-641-8070  
Sales Tax—Final step to get your sales tax license.