

VENDOR PERMIT APPLICATION INSTRUCTIONS

- Applicant completes Permit Application for Vendors
- Applicant includes copy of state permit (Hawkers, Peddlers and Vendors, RSA 320) with application (vendor goes through the Secretary of State, (603)271-3242, to get this license. Need state permit for each participant
- Applicant pays fee. Check Fee Schedule for current fee (as of 1/14/09 it is \$25 for 1 person & \$10 for ea. additional person)
- Certification of Insurance: General Liability \$1 million and Personal Injury \$500,000 included with application (Name the City of Claremont as an additional insured BY ENDORSEMENT-the endorsement is very important)
- If applicant requires or accepts payment or a deposit of money prior to final delivery of the items or service sold, he shall file with the application either \$1,000 in cash or a bond in the amount of \$10,000 secured by a corporate surety licensed to do business in NH
- CITY – Verify identity of all participants
- CITY – Verify vehicle information of all vehicles
- CITY – Take application to Police Department so they can run a Warrant check on all participants
- Permit shall expire on April 1 per City Code 8-119