



TEMPORARY VENDORS OF SEASONAL MERCHANDISE

Patti Chacker
Township Clerk

All applications must be submitted **A MINIMUM of THIRTY (30) days PRIOR** to the event to be considered.

The Temporary Vendors of Seasonal Merchandise License application applies to any vendor who wishes to sell seasonal goods within the Township of Cherry Hill on the premises not occupied by an established, operating business. This includes, but is not limited to, Christmas trees, Easter flowers, vegetables, fruits, plants, or any other goods or merchandise to be sold on a limited temporary basis. This license does not apply to food sales. A separate *Retail/Wholesale Food License* is required from the Municipal Clerk if food or beverages are to be handled or dispensed as part of a temporary use. The license application consists of three parts:

- Part 1: Application – General Information
- Part 2: Seasonal Merchandise Fees
- Part 3: Certification

Please complete all applicable categories and submit all applicable fees. Checks should be made payable to the Township of Cherry Hill. A copy of the completed application should be retained for your records.

PART 1. GENERAL INFORMATION

APPLICANT'S NAME: _____

CORPORATE NAME (if different): _____

MAILING ADDRESS: _____

PHONE _____ FAX: _____ EMAIL: _____

LOCATION OF SALES SITE: _____

STREET ADDRESS: _____

PHONE _____ FAX: _____ EMAIL: _____

BLOCK(S): _____ LOT(S): _____ Do you own the site? YES NO*

*If no, written authorization from the owner of the site, stating that authorization is given to use the site for stated purpose.

** Please attach a sketch or plot plan of the property to be used, showing both ingress and egress, as well as any structure or facility to be located on the site.

TYPE OF SALES REQUESTED (BE SPECIFIC): _____

PROPOSED OPERATING DATES OF USE: _____ TO _____

PROPOSED OPERATING DAYS OF THE WEEK: _____

PROPOSED HOURS OF OPERATION: _____

PART 2. FEES

	FEE	Timing for Submission of Fee
APPLICATION FEE	\$200.00/site (Non-Refundable)	Submitted PRIOR to review
ESCROW FEE	\$300.00/site	*** The escrow fee will be returned to the permit holder under Certification, by the Township Property Maintenance Inspector, that the property has been adequately cleaned. Should the property not be cleaned properly, the escrow will be used to clean the site.
LICENSE FEE	\$50.00/day (Non-Refundable)	_____ Number of Operating Days x \$50.00 = \$_____

PLEASE REVIEW APPLICATION CERTIFICATION & APPLICATION CHECKLIST on page 2

PART 3. CERTIFICATION

I hereby certify that the information on this application is true and in compliance with Cherry Hill Township Ordinance 95-36, as amended. The undersigned further certifies that, "our establishment will comply with the full provisions of the New Jersey State Codes and Statutes, as well as applicable Federal, State and Local laws." I, the undersigned or designee, also certifies that Cherry Hill Township Municipal Clerk, Division of Licensing & Vital Statistics, will be notified of any:

- a. change of dates
- b. change to the facilities
- c. change or expansion of business other than originally approved
- d. pre-mature termination of operation

SIGNATURE of Applicant _____ DATE _____

NAME of Applicant _____ TITLE (owner, manager, registered agent) _____

ADDRESS of Applicant _____

APPLICATION CHECKLIST

- Complete Application pages 1 – 2
- Include Payment of Fees (*Check payable to Cherry Hill Township*) **\$200.00/site with application submission**
- Proof of Insurance, NAMING Cherry Hill Township as additional insured
- Written Consent of Property Owner* *Written authorization from the owner of the site stating that authorization is given to use the site for stated purpose.*
- Sketch / Plot Plan *** Please attach a sketch or plot plan of the property to be used, showing both ingress and egress, as well as any structure or facility to be located on the site.*

PHONE _____ FAX _____ EMAIL _____

FOR OFFICE USE ONLY

Block(s) _____ Lot(s) _____ License Number _____ Code Number _____

Type of Sales/Merchandise _____

Check Issued by _____ Receipt No. _____ Check No. _____

Amount of Check \$ _____ Date Received _____ Fees Received by _____

Dates/Times/Lengths of License _____

Taxes Paid? YES NO
taxes of the utilized site must be current _____ Tax Collector _____ Date _____

APPROVED DENIED _____
Police Chief _____ Date _____

APPROVED DENIED _____
Zoning Officer _____ Date _____

APPROVED DENIED _____
Township Council _____ Date _____