CITY OF LOS ALTOS POLICE DEPARTMENT
1 N. San Antonio Road, Los Altos, CA 94022
Tel: (650) 947-2770 Fax: (650) 947-2704
Web: www.losaltospolice.org

Operator Permit Application

In compliance with **Los Altos Municipal Code Section 8.34.010** (Purpose)
The city council of the City of Los Altos finds that mobile vendors pose traffic and public health hazards and impact the safety of residents within the City of Los Altos. The intent of this ordinance is to provide clear and concise regulations to insure public safety and prevent traffic and health hazards. This ordinance is also intended to preserve the peace, safety, and welfare of the residents of Los Altos.

8.34.030 Permits Required
(a) No person or organization shall operate the business of vending goods or merchandise from a vehicle or other mobile unit pursuant to this section without first obtaining a permit or permits from the chief of police.

(b) Every mobile vendor shall obtain a city business license in accordance with Chapter 4.04 for each vehicle or other mobile unit from which vending is to be conducted.

(c) Every mobile vendor shall be in compliance with all applicable health requirements. All mobile vendors and all persons operating the vehicles or other mobile units shall comply with all local, county and state health regulations as enforced by the Santa Clara County Health Officer.

8.34.050 Operator's Permit Required
Any person desiring to obtain an operator's permit to conduct or otherwise operate the business of vending goods or merchandise from a vehicle or other mobile unit, pursuant to this section shall make application to the chief of police.

If the applicant is an individual who intends to own, operate and drive his or her own vehicle, it is not necessary to pay a fee for the vendor's permit application separate from the fee paid for the operator's permit application.

A non-refundable application fee of $156.75 is due when the application is submitted. Renewal is required annually along with a separate non-refundable application fee of $156.75.

Vendors shall submit and maintain a certificate of commercial general liability insurance in an amount not less than one million dollars ($1,000,000) with a signed endorsement to the policy satisfactory to the City. The certificate of insurance shall name the city, council, boards, commissions, officers, employees, agents, and volunteers as additional insured.

When any change occurs regarding the written information required in this chapter, prior to issuance of a permit, the applicant shall give written notification of such change to the chief of police within two (2) weeks after such change;

Each applicant for a Operator's Permit shall furnish the following information and documentation as part of or in conjunction with such application:

Date of Application:

Full and True Name of Business:

Business Address: Street / City / Zip

Business Owner Name: Office: Cell:

Additional Names Used (Aka's):

Residential Address: Street / City / Zip

Description of merchandise business will vend/sell:

Description of the logo, color scheme, insignia of applicant's vehicles: Ok to Attach Copy

Vehicles to be owned, operated, or controlled by the applicant: (Attach Copy of Vehicle Registrations)

Vehicle	Make	Model	Plate		Vehicle	Make	Model	Plate	
Vehicle	Make	Model	Plate		Vehicle	Make	Model	Plate	
Vehicle	Make	Model	Plate		Vehicle	Make	Model	Plate	

Office use only below this line

Date Application Received: _____ Payment Received: _____ ☐ Credit Card ☐ Cash ☐ Check#_____

Vendor Permit Approved: _____ Permit#_____ Issue Date: _____ Permit Expire Date: _____
Chief's Signature