



Town of Exeter  
10 Front Street  
Exeter, NH 03833

Phone: 603-773-6102 Email: pmcelroy@exeternh.gov

**PERMIT APPLICATION FOR MOBILE VEHICLE VENDING 802  
(does not apply to WC & C1 Downtown Districts)**

**Fee: \$25.00 per day or \$100.00 per week or \$250.00 per calendar year or any part thereof, in accordance with Town Ordinance 802.**

**PERMIT FEE: To be submitted with permit application. Permit fee is non-refundable.**

**Mobile Vending location will occur at specific location as approved on this application. Not to include Town House Common permitted spaces, nor any WC or C1 Downtown District space.**

**Liability Insurance Required: Certificate of Insurance and endorsement/provisions to be submitted with completed application. Requirement amounts: General Liability/Bodily Injury/Property Damage: \$1,000,000 per occurrence, \$2,000,000 aggregate; the Town of Exeter must be listed as additional insured.**

Today's Date: \_\_\_\_\_

**Representative Information:**

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Town/State/Zip: \_\_\_\_\_

Phone#: \_\_\_\_\_ Email: \_\_\_\_\_

**Organization Information:**

Name: \_\_\_\_\_ Organization Tax ID#: \_\_\_\_\_

Street Address: \_\_\_\_\_ Town/State/Zip: \_\_\_\_\_

Phone#: \_\_\_\_\_ Email: \_\_\_\_\_

Dates of Activity: \_\_\_\_\_ Times of Activity: (7AM to 9PM limit): \_\_\_\_\_

At what Town locations will mobile vending occur: (WC & C1 Downtown Districts require a separate application and fee).  
\_\_\_\_\_

Product to be sold through mobile vending \_\_\_\_\_  
\_\_\_\_\_

Attach copies of proposed contracts, agreements, promotional materials, or other materials designed to be used in mobile vending.

**Motor Vehicle Information:**

License plate#: \_\_\_\_\_ State: \_\_\_\_\_ Vehicle Description: \_\_\_\_\_

License plate#: \_\_\_\_\_ State: \_\_\_\_\_ Vehicle Description: \_\_\_\_\_

Attach additional sheet if necessary.

**Complete the following information for each individual involved:**

Name: \_\_\_\_\_ DOB: \_\_\_\_\_ SS#: \_\_\_\_\_

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Name: \_\_\_\_\_ DOB: \_\_\_\_\_ SS#: \_\_\_\_\_

This permit is issued to the representative/organization listed on this permit for the purpose indicated on this permit. This permit shall be valid for said representative/organization only during the time and dates indicated on this permit. This permit is non-transferable.

**Town of Exeter Ordinance: 802**

To regulate Vendors, Hawker, Peddlers, Solicitors, and other Itinerant Vendors, and Door-to-Door Solicitations and Canvassing, and Mobile Vending.

**Town of Exeter Ordinance: 802.1**

Requirement: No person, partnership, corporation, or other entity, whether maintaining permanent location in the Town of Exeter or not, may sell, barter, purchase, or otherwise carry on commerce in goods or services within the Town of Exeter, or attempt to do so, through door-to-door solicitations, or on the streets, sidewalks, or other property of the Town without first applying for and receiving a permit to do so from the Town of Exeter.

**Town of Exeter Ordinance 802:9**

Mobile Vendors shall not conduct their mobile vending business in such a way as would restrict or interfere with the ingress or egress of the abutting property owner or tenant, create or become a public nuisance, increase traffic congestion or delay, or constitute a hazard to traffic, life or property, or an obstruction to adequate access to Fire, Police or Town/State vehicle;

A vendor selling from a mobile vending unit shall not stop, stand or park their mobile vending unit upon any public location, public parking space or public street for the purpose of selling under any circumstances, except through the acquisition of a Mobile Vendor Permit and/or by the parking ordinances of the Town unless specifically authorized to do so by the Select Board or designee;

Mobile Vendor is responsible for removal of their own trash.

Mobile vending units approved signage and garbage receptacles must be removed daily.

Dumping of grease, oil or greywater is strictly prohibited.

Mobile Vending Permits must be applied for at least two (2) weeks prior to the beginning of approved start of business at the permitted location. Blackout dates must apply due to special event scheduling.

Additional Specifications Related to Town House Common Mobile Vending

Unless otherwise approved by the Select Board or designee, mobile vending will be limited to six (6) designated spaces in the public parking lot abutting Town House Common. Parking on green space is prohibited.

Unless otherwise approved by the Select Board or designee, mobile vending in the Town House Common public parking lot will be allowed year-round January 1 through December 31 of the calendar year specified on the approved permit, Sunday – Tuesday 7:00 am – 9:00 pm, Wednesday 7:00 am – 4:00 pm, Thursday – Saturday 7:00 am – 9:00 pm.

Signage will identify designated spaces as reserved for mobile vendors, and will refer potential automobile parkers to a website page for access to the schedule of reserved mobile vending dates and times. Violators will be towed at the owner's expense.

**Complete Ordinance 802 available on Exeter NH website or upon request.**

**For Town Use:**

Date Application Received: \_\_\_\_\_

Fee Received: \$ \_\_\_\_\_ Cash:  Check #: \_\_\_\_\_

Approvals:

Code Enforcement Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Health Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Highway Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

Exeter Police Chief: \_\_\_\_\_ Date: \_\_\_\_\_

Approved as authorized by the Select Board/Designee:

\_\_\_\_\_

Date