UNDERSTANDING SIDEWALK VENDING

- No person, either for himself/herself or any other person, shall engage in any sidewalk vendor activities within the City without first applying for and receiving a permit from the City.
- The primary use of a sidewalk is for pedestrians. Vendors shall not unduly interfere with traffic or pedestrian movement.
- A sidewalk vendor permit is non-transferable.
- All permits issued shall expire 12 months from date of issuance.
- Hours Allowed:
  - Non-Residential areas: 7:00 a.m. — 10:00 p.m.
  - Residential areas: 8:00 a.m. — 9:00 p.m.
- No stationary vendors allowed in residential areas.
- All vendors must ensure compliance with the requirements outlined in City Municipal Code Chapter 5.97 — Sidewalk Vending Program.

CONTACTS

California Department of Tax & Fee Administration (CDFTA)
16715 Von Karman Ave., #200
Irvine, CA 92606
949-440-3473

Orange County Health Care Agency Department
1241 E. Dyer Rd., #120
Santa Ana, CA 92705
714-433-6000

Orange County Clerk-Recorder Office
12 Civic Center Plaza, Room 106
Santa Ana, CA 92701
714-834-2500

GETTING STARTED!

IMPORTANT RESPONSIBILITES CHECKLIST

PRIOR TO FILING AN APPLICATION FOR A SIDEWALK VENDING PERMIT, YOU MUST DO THE FOLLOWING:

- Review the City Municipal Code Chapter 5.97 — Sidewalk Vending Program.
- Apply for and obtain a valid California Department of Tax and Fee Administration (CDTFA) seller’s permit indicating a Newport Beach location or sub-location.
- Apply for and obtain a health permit from the Orange County Health Care Agency if selling food.
- Choose and file a Fictitious Business Name Statement with the Orange County Clerk-Recorder’s Office if you will be using any name other than your given name, the name(s) of your partner(s), or the officially registered name of your LLC or Corporation.
- Provide proof of prior sales tax allocation to the City (for renewals).

ONCE YOU HAVE CHECKED ALL OF THE ABOVE, YOU MAY:

Apply for a City permit thirty (30) days prior to engaging in any vending on public right-of-way and pay the appropriate fees.

Application may be filed by mail or in person at:

City of Newport Beach-Revenue Division
100 Civic Center Drive
Newport Beach, CA 92660
949-644-3141