



## SPECIAL EVENT AND UMBRELLA (FESTIVAL) VENDOR PERMIT APPLICATION FORM

### Event Information

ORGANIZATION NAME: \_\_\_\_\_ CONTACT NAME: \_\_\_\_\_

ORGANIZATION ADDRESS: \_\_\_\_\_

ORGANIZATION EMAIL ADDRESS: \_\_\_\_\_

CONTACT BUSINESS PHONE: \_\_\_\_\_ CONTACT CELL PHONE: \_\_\_\_\_

LOCATION OF EVENT: \_\_\_\_\_ DATES & TIMES OF EVENT: \_\_\_\_\_

FESTIVAL BUSINESS LICENCE #: \_\_\_\_\_ NOT FOR PROFIT # (optional): \_\_\_\_\_

Must attach documentation to prove not for profit status

When you apply, personal information may be collected under the authority of Section 33 of the Alberta Freedom of Information and Protection of Privacy Act, Section 301.1 of the Municipal Government Act and/or Section 63 of the Safety Codes Act. The information will be used to process your application(s) and your name and address may be included on the reports that are available to the public. If you have any questions, please contact a Service Advisor at the Edmonton Service Centre under the number 780-442-5054.

### Vendor List

List the vendor's business name, the name of the contact for the business and the vendor's phone number and product or service for each vendor operating at the event. Vendors include all food vendors, portable toilet providers, entertainers and other businesses providing a service.

**Note:** If more than 25 vendors will be at the event, please attach a list with the required information.

	Vendor's Business Name	Vendor's Contact Name	Phone	Product or Service
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____



DEVELOPMENT SERVICES  
2nd Floor, 10111 104 Avenue NW  
EDMONTON, ALBERTA, T5J 0J4  
PHONE: 311 or if outside Edmonton: 780-442-5311  
EMAIL: [streetvending@edmonton.ca](mailto:streetvending@edmonton.ca)

	<b>Vendor's Business Name</b>	<b>Vendor's Contact Name</b>	<b>Phone</b>	<b>Product or Service</b>
10.	_____	_____	_____	_____
11.	_____	_____	_____	_____
12.	_____	_____	_____	_____
13.	_____	_____	_____	_____
14.	_____	_____	_____	_____
15.	_____	_____	_____	_____
16.	_____	_____	_____	_____
17.	_____	_____	_____	_____
18.	_____	_____	_____	_____
19.	_____	_____	_____	_____
20.	_____	_____	_____	_____
21.	_____	_____	_____	_____
22.	_____	_____	_____	_____
23.	_____	_____	_____	_____
24.	_____	_____	_____	_____
25.	_____	_____	_____	_____

Please email, drop off or mail your application to:

**Edmonton Service Centre**

2nd Floor, 10111 104 Avenue    Email: [streetvending@edmonton.ca](mailto:streetvending@edmonton.ca)  
Edmonton, Alberta T5J 0J4