



APPLICATION FOR BUSINESS AND REGULATORY LICENSES
NEW BUSINESS AND NEW LOCATIONS
SIDEWALK VENDOR - CITY APPROVED SITES

The Medford Code requires annual licensing of each business operating in the city. Applicant must notify the City within 30 days of any change in application information and keep all necessary county/state/federal licenses and permits current. Failure to do so will be treated as a misrepresentation and may result in revocation of license. Sign permits must be obtained from the Planning Department prior to any installation or painting of outdoor advertising. A drawing of the food truck, a site plan, and copies of all certifications from Jackson County Environmental Public Health must accompany this application.

*If some of the requested information on this form does not apply to your business, please write "N/A" on the space provided.

Business start date

Start date at this location

Site number applied for

Name of business

Owner(s) name and date(s) of birth

Business address; street, city, zip code

Mailing address

Business phone number

Cellular phone number

Other phone number

Emergency phone number (required)

Email address

Description of business activity and any accessory business activity

Products and/or services to be sold

Will you require any age-based restrictions to customer access or sales?

Number of employees

Business Manager Name

I have provided the following (please check all that apply):

A drawing with all dimensions of truck/cart

A site plan of the space I am occupying

A copy of my certifications from Jackson County Environmental Public Health

I will abide by Municipal Code 6.350: Sales on Public Property

All activities associated with and occurring at the above listed business location within the city limits of Medford, Oregon are in compliance with municipal, state, and federal laws and ordinances.

I, the undersigned applicant, attests that the facts stated herein are true as I reasonably believe. I understand that this is a sworn statement and that any material misrepresentation contained herein will be cause for denial or revocation of my business license.

Signature, Title, Date (if emailing application, can type information below)

DO NOT WRITE BELOW THIS LINE - FOR OFFICE USE ONLY

Business license number

License fee: \$ _____

Receipt number: _____

Additional fees: \$ _____

Receipt date: _____

TOTAL: \$ _____

Check no. _____

Initials: _____