



City of Dillon  
125 N Idaho Street  
Dillon, MT 59725

406-683-4245  
www.dillonmt.org

Office Hours  
Monday through Friday  
8:00 am to 5:00 p.m.

**TRANSIENT VENDOR LICENSE**

- Annual License (\$100.00) Valid from January 1, 2023 through December 31, 2023
- 90 Day License (\$50.00) Expires \_\_\_\_\_  90 day Extension (\$25.00) Expires \_\_\_\_\_

Information provided is subject to verification.

Business Name: \_\_\_\_\_ Not for Profit Yes  No

Business owner's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant Name (if different from business owner): \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Location where vending is to take place: \_\_\_\_\_

Public Property  Private Property

Date of intended operation: From \_\_\_\_\_ To \_\_\_\_\_

Nature of business and goods to be sold: \_\_\_\_\_  
\_\_\_\_\_

**Within the past five (5) years, have you been convicted of any crime, misdemeanor or violation of any municipal ordinance?**

No  Yes  If yes, nature of the offense and the punishment or penalty assessed thereof:

\_\_\_\_\_

By signing below, the applicant affirms that if the license is approved:

- Hours of operation are 6:00 a.m. to 9:00 p.m. unless authorized different: \_\_\_\_\_
- Such license must not be used as, nor be represented to be, an endorsement by the City of Dillon or any of its officers or employees;
- All information provided is true and correct;

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief of Police or Designated Representative

Approved Yes  No  Date of Approval/Denial \_\_\_\_\_

**Transient Vendor Check list:**

- OK  Identification provided. Type of Identification: \_\_\_\_\_
- OK  Appropriate fee paid
- OK  Property owner's written permission provided if vending unit is on private property
- OK  Insurance naming the City of Dillon as additional insured provided if business is to be conducted on public property
- OK  Vending unit is located 15' or more from fire hydrant
- OK  Vending unit provides for 36" clear passage on sidewalk
- OK  Vending unit does not block ingress or egress to any building
- OK  If vending unit is parked within 50' of any door or business, proof of written permission from the business(s) is provided

**Food Vendors:**

- OK  Proof of permit or approval from Beaverhead County Sanitarian provided
- OK  Fire extinguisher on hand
- OK  Grey water location identified and approved

**Signs and Lights**

- OK  Sign plan submitted with application
- OK  Sign(s) do(es) not block pedestrian facilities or the right-of-way and are flush with the mobile vending unit.
- OK  Sign(s) do(es) not extend above the vending unit.
- OK  Menu is only displayed on the side of the mobile vending unit designed to face customers
- OK  Merchandise or other items are not hung on trees, umbrellas, walls, or other temporary structures located upon any public street, sidewalk, right-of-way or other public property
- OK  No flashing or blinking lights or strobe lights
- OK  Localized lighting provided on or in the mobile vending unit for the purpose of illuminating the customer ordering area to ensure customer safety, for the purpose of food preparation, and for the purpose of menu illumination
- OK  Facilities and equipment are constructed and used in a safe manner
- OK  The mobile vending unit is self-contained and does not connect to city water or power during operation while located on public right-of-way. Generator (not exceeding 70 dBA) or other self contained electricity on hand
- OK  Mobile vending unit is equipped with a portable trash receptacle as part of the mobile vending unit and available for use by the vendor's customers. Vending operations do not obstruct visibility of motorists at street, alley or driveway intersections.
- OK  Mobile vending is permitted in the zone where the unit is set up

\_\_\_\_\_ Date: \_\_\_\_\_

Chief of Police or Designated Representative