

Village of Frankfort Clerk
110 Railroad St Suite 1
Frankfort NY 13340
Tel: (315) 895-7651 x 1



APPLICATION VENDORS & PEDDLERS

Please note the following:

- All vendor or peddler permits have up to a 7–10-day processing period
- Our office accepts payments for permits in business checks, money orders, and personal check made payable to Village of Frankfort
- Submit this completed application in person in our office.
- Mail completed application + additional documents + fee payment to the Village of Frankfort

Full Name: _____ DOB: _____

Address: _____

Phone Number: _____ E-Mail: _____

Legal Business Name: _____

DBA (If Any) : _____

Goods/Services Provided: _____

You must provide our office with copies of the following documentation:

- **Valid photo ID (Driver's License, or non-drivers ID, or Passport, or Benefit card with picture)**
- **Certificate of Authorization (From N.Y.S. Dept. Of Taxation and Finance)**
- **"NON-Profit" organizations, provide tax exempt certification**
- **General Liability Insurance policy**
 - **Must cover \$1,000,000**
 - **Must state that Village of Frankfort is additional insured**

PLEASE NOTE: All applications are subject to a background check and may be denied a permit based on the results.

Will you be using this permit to sell food or food items?

Yes No

*** If Yes, you must provide our office with a copy of your Herkimer County Dept. of Health Permit to operate a mobile food service establishment!**

Please provide a complete description of the items, goods, or commodities that you intend to sell with this permit:

List the dates for which you intend this permit to be used:

_____/_____/_____ - ____/____/_____

On what day(s) of the week do you intend to use this permit? (Circle all that apply)

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

List the location(s) within the Village of Frankfort where you intend to use this permit:

I, _____, being duly sworn, attest and subscribe that the information provided herein is true to the best of my knowledge, as of the date of this application.

Signature: _____

Date: _____

FOR PROFIT VENDORS PERMIT DURATION

PERMIT FEE

LESS THAN 1 WEEK	\$25
1 WEEK TO 3 MONTHS	\$50
3 MONTHS TO 6 MONTHS	\$75
6 MONTHS TO 1 YEAR	\$100

***Excluding HarborFest and Moonlight Markets**