



TRANSIENT MERCHANT

BUSINESS LICENSE APPLICATION

OFFICE OF THE CITY CLERK
ONE CITY SQUARE, SUITE 205
WARREN, MI 48093-2393
(586) 574-4557 / FAX (586) 574-4556

FEES LISTED ON PAGE 2

I hereby apply for a Transient Merchant License within the City of Warren in compliance with the Code of Ordinances of the City of Warren. (Chapter 24, Article IV, Division 1, Sec 24-71; Division 2, Sec 24-72 thru 24-76 and Division 3, Sec 24-91 thru 24-102)

NEW RENEWAL

PLEASE COMPLETE APPLICATION IN FULL

BUSINESS NAME: _____ PHONE: _____

BUSINESS ADDRESS: _____ Warren, MI
street city state zip

MANAGER/SUPERVISOR: _____ PHONE: _____

HOME ADDRESS: _____
street city state zip

DATE OF BIRTH: ____/____/____

APPLICANT NAME: _____ PHONE: _____

APPLICANT ADDRESS: _____
street city state zip

DATE OF BIRTH: ____/____/____

LOCATION WHERE BUSINESS WILL BE CONDUCTED: _____

OWNER OF ABOVE LOCATION: _____ PHONE: _____

HOME ADDRESS: _____
street city state zip

DESCRIPTION OF MERCHANDISE: _____

ZONING OF PROPOSED LOCATION: _____

TYPE OF ADVERTISING USED: _____
(ATTACH SAMPLE TO APPLICATION)

SEND CORRESPONDENCE BY: EMAIL: _____ MAIL ONLY

I certify that all statements on this application are true. I understand that any false information may result in the revoking of this license.

Signature: _____

Print Name: _____

Preferred Mailing Address: Business Address Applicant Address ATTN: _____

Other: _____
street city state zip

OFFICE USE ONLY

DEPARTMENT APPROVAL:

POLICE: *(fingerprints of applicant AND person who will supervise/manage the applicant's business required)*

Transient Merchants selling outdoors need the following approvals:

PLANNING COMMISSION: _____

ZONING BOARD OF APPEALS: _____

**** OUTDOOR SALES MAY BE CONDUCTED FOR A PERIOD NOT TO EXCEED (30) CONSECUTIVE DAYS IN A CALENDAR YEAR**

Issued by: Computer Entry Paper License

LICENSE EXPIRES: _____ FEE \$ _____

TRANSIENT MERCHANT LICENSE NO. _____ PAID OTC MAIL

BEGINNING DATE OF SALE _____

ENDING DATE OF SALE: _____

TOTAL DAYS OF SALE: _____

FEES:	\$25.00	EACH DAY, LESS THAN ONE WEEK
	\$30.00	EACH WEEK, LESS THAN ONE MONTH
	\$45.00	EACH MONTH, LESS THAN THREE MONTHS
	\$70.00	THREE MONTHS
	\$110.00	SIX MONTHS

*** DATE OF EXPIRATION: A PERIOD OF LESS THAN SIX MONTHS FROM DATE OF ISSUE**

REQUIREMENTS:

- A statement as to whether the person who will manage or supervise the applicant's business has been convicted of any crime or violation of any city ordinance including the nature of the offense(s) and the punishment imposed.
- Copy of your Macomb County Transient Merchant License
- Copy of your Michigan State Sales Tax License
- Fingerprints of the applicant and the person who will manage or supervise the applicant's business taken at the Warren Police Department (call (586) 574-4799 for appointment)
- A copy of your general liability insurance for public liability covering injuries to persons and wrongful deaths from the negligence or willfulness of the licensee, his/her agents, servants or employees in an amount not less than \$1,000,000.00 each occurrence. Policy shall name the City of Warren as Certificate Holder/additional insured.
- Insured shall indemnify and hold harmless the City of Warren. Proof of workers' compensation insurance or, if applicable, an M-D 337 form.
- Proof of current Certificate of compliance for the location of the sale.
- Applicants proposing to conduct outdoor retail sales must obtain an Outdoor Retail Sales Permit from the Building Department (586) 574-4504
- Copy of Driver's License or State ID

* In accordance with the Warren Code of Ordinances mandated in Section 18-9: No license shall be issued or renewed under the provisions of this chapter or any other ordinance of the city until any and all personal property taxes, levied and assessed against such person by the city which may be due and payable at the time of the filing of the application for such license, shall have been paid (Applies to Warren businesses only) / THIS LICENSE IS NOT TRANSFERABLE & NON-REFUNDABLE

* Note: New dwelling or new owner must obtain a new Certificate of Compliance from the Building Department



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APPLICANT'S STATEMENT

DATE: _____

I, _____ have never been convicted of violating
(PRINT NAME)
any law in the conducting of a TRANSIENT MERCHANT business.
(TYPE OF BUSINESS)

SIGNATURE: _____

TRANSIENT MERCHANT

ORDINANCE REQUIREMENTS

DISPLAY OF LICENSE: The license issued under this article shall be posted conspicuously on the licenses premises. If the person applying for the license shall desire to do business in more than one (1) place within the city, separate licenses may be issued for each place of business and shall be posted conspicuously in each place of business. Any license issued pursuant to this article is non-transferable.

APPLICANT MUST BE READY TO SUPPLY: A statement of the nature, character and quality of the goods, wares or merchandise offered for sale by the applicant; the invoice value, whether the products are proposed to be sold from stock in possession and sample, whether they are to be sold at auction, direct sale or taking orders for future delivery where the products are manufactured or produced and where the products are located at the time the application is filed.

Credentials from the person for whom the applicant proposes to do business authorizing the applicant to act as representative.

Any other location other than the permanent place of the applicant's business where the applicant conducted a transient business within the last six (6) months, including a statement as to the nature of the business and the complete address of any building or office in which the business was conducted

AGENTS: If the applicant is acting as agent for another person or the applicant will have an agent performing the applicant's duties, the applicant shall be required to file with the application an instrument acknowledging the agent as the true and lawful agent with full power and authority to acknowledge service of notice of process on behalf of the principal in respect to any matters arising out of the business transacted under the license and the bond given pursuant to this article. The instrument shall also contain recitals that the principal consents and agrees that service of any notice or process may be made upon the agent and when made shall be considered valid as if personally served upon the principal and shall further waive any claim or right of error by reason of such acknowledgement of service or manner of service.

Any other information that the City Clerk may deem necessary to protect the public good relating to the identity or character of the person who will manage or supervise the business or the method of a plan of doing such business.