



# Town of Wilton, NY

## APPLICATION FOR TEMPORARY MERCHANT CERTIFICATE

This application is part of the licensing requirements for a Temporary Merchant pursuant to Section 129-169 of the Wilton Town Code.  
**ANSWER ALL QUESTIONS FULLY AND CAREFULLY.** All statements are subject to verification and if found to be false, are grounds for immediate denial or revocation of the Temporary Merchant Certificate and prosecution under Section 129-169 F of the Wilton Town Code.

**\*Please Note: Please be sure to submit a \$100.00 check made payable to "Town of Wilton" along with this form and other required documentation to the Town of Wilton Planning Department, 22 Traver Rd., Wilton NY 12831.**

*All items must be received prior to the issuance of this Temporary Merchant Certificate.*

### Name and Residence

Full Name: \_\_\_\_\_

Residence: \_\_\_\_\_

*\*Immediate notice should be given,  
of any change in Post Office Address.*

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Local Address: \_\_\_\_\_

Local Phone: \_\_\_\_\_

Cell: \_\_\_\_\_

### Employer Information

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### References

Please provide two (2) business references located within Saratoga County or NYS, or provide some other evidence that you are of good character and a responsible business person:

Reference 1: \_\_\_\_\_

Reference 2: \_\_\_\_\_

### Your Business Information

What type of business is this? \_\_\_\_\_

What type of merchandise do you sell? \_\_\_\_\_

What service do you offer? \_\_\_\_\_

Where is the merchandise manufactured or produced? \_\_\_\_\_

Where is the merchandise currently located? \_\_\_\_\_

How will you deliver this merchandise? \_\_\_\_\_

Description of vehicle and license plate number you will be using: \_\_\_\_\_

Length of time you will be peddling/soliciting in the Town of Wilton: \_\_\_\_\_

Begin: \_\_\_\_\_

End: \_\_\_\_\_

Address of location you are proposing to be located within the Town? \_\_\_\_\_

Do you have permission of the Property Owner/Authorized \_\_\_\_\_

Representative of the proposed location? \_\_\_\_\_

☐ Yes ☐ No

Name of Property Owner/Authorized Representative of the location: \_\_\_\_\_

Does your business involve "weighing" a product?

☐ Yes ☐ No

If yes, please provide the date of issuance and a copy of the certificate from the New York State Sealer of Weights and Measures with this application. **\*NOTE: A copy must be received prior to the issuance of this Temporary Merchant Certificate.**

Date NYS Dept. of Weights and Measures issued certificate: \_\_\_\_\_

Does your business involve the handling of food

☐ Yes ☐ No

If yes, please provide the date of issuance and a copy of the food handling license granted from the New York State Department of Health with this application. **\*NOTE: A copy must be received prior to the issuance of this Temporary Merchant Certificate.**

Date NYS Dept. of Health issued food handling license: \_\_\_\_\_

### Signature

By Signing below, I affirm I have read and agree to all of the conditions as set forth in the attached Wilton Town Code Section 129-169.

Signature: \_\_\_\_\_

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

### WILTON TOWN CODE

#### § 129-169 Temporary merchants.

This section is to regulate commercial sales within the Town which are temporary or seasonal in nature and which would not normally be subject to site plan approval by the Planning Board. Such activities have an impact upon the Town's Zoning Ordinance but are not subject to the more rigorous provisions contained herein, but certain standards are imposed to protect the health, welfare and safety of the residents.

- A. Licensing; permits. Notwithstanding the provisions of this section, all licensing and registration requirements contained in Chapter 85 shall apply to all temporary merchants. No permit shall be issued to conduct sales as a temporary merchant unless the applicant satisfies the conditions of this section and secures a temporary merchant certificate from the Director of Planning. No permit shall be issued for more than four months within a one-year period; no permit shall be issued for consecutive four-month periods within a two-year period, unless approved by the Planning Board. [Amended 11-7-2002]
- B. Performance regulations.
- (1.) All applicants proposing to sell food items shall be required to obtain a food handler's license from the New York State Department of Health.
  - (2.) Locations shall be restricted to established off-street parking areas within nonresidential zoning districts. Said locations shall be improved and designed to provide regulation size parking spaces for a minimum of 10 vehicles. Both active and inactive off-street parking areas may be utilized if the above criteria is met.
  - (3.) Not more than one temporary merchant per lot shall be permitted. Temporary merchants shall be prohibited within 1,000 feet of an established commercial business engaged in similar activity at the time of the application for permit. A minimum distance of 2,000 feet shall be maintained between locations for temporary merchants.
  - (4.) Temporary merchants shall be prohibited from conducting business on municipal property or in a Town right-of-way unless authorized by the Town Board.
  - (5.) (Reserved)
  - (6.) One freestanding sign per temporary merchant may be permitted. Signs shall be constructed of a durable material and maintained in a presentable condition. Flashing lights shall be prohibited. No sign shall be placed within 15 feet of a property line or within an established sight triangle for interior lanes or access driveways. All freestanding signs shall be removed and properly secured during nonoperating hours of the temporary merchant. Maximum sign face shall not exceed 16 square feet and shall not exceed four feet in height.
- C. Exemptions. All exemptions contained in Chapter 85 of this Town Code shall apply to this section.
- D. Appeals. Any applicant denied a permit to operate as a temporary merchant may appeal to the Planning Board, which shall have the authority to approve said permit upon suitable findings.
- E. Compliance required. All temporary merchants shall be subject to the provisions of Chapter 85 upon applying for a permit.
- F. Violations and penalties. Any party who fails to comply with the provisions of this section shall be notified in writing by the enforcement official and shall remedy the violation within 24 hours of receipt of the written complaint. Any party who violates the provisions of this section, including a temporary merchant or owner of record of an affected property, shall each, upon conviction thereof, be liable to a fine not to exceed \$500 or imprisonment for a term not exceeding 90 days, or both such fine and imprisonment. Each and every day such violation continues shall be deemed a separate and distinct violation.

#### The Temporary Merchant Certificate as set forth above is hereby:

☐ Granted

☐ Denied

Date of  
Approval/Denial: \_\_\_\_\_

Official Signature: \_\_\_\_\_

Fee Paid:

☐ Yes ☐ No

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