



City of Austin

Austin Transportation Department, Right of Way Management Division
P.O. Box 1088, Austin, TX 78767

NOTIFICATION OF PROPOSED VENDOR PERMIT AND SIGN OFF REQUEST

The City of Austin requires, in some instances, that property owners/managers/residents whose property is adjacent to the impacted vending area be notified. The notification must indicate, by signature, whether the property owners/managers/residents approve or disapprove of the proposed vending activity. **Note:** This permit is issued on an annual basis. For additional information on City of Austin Vendor Permit requirements please call 512-974-7828.

For additional information concerning the use of the sidewalk space(s) at this location please contact:

_____ (Contact Name)

_____ (Phone Number)

_____ is applying for a VENDOR permit for the following activity:
(Company Name)

_____ (Description of Activity)

The activity is scheduled for the following dates and times: _____

The activity will impact the sidewalk on the following street: _____

Property Owner/Resident Please fill out this section completely as this information is used by the City of Austin to determine whether or not the vending activities indicated above will be approved or denied.

APPROVE DISAPPROVE

_____ (Print Name and Title if applicable)

_____ (Signature)

_____ (Address OR Street and Block Number)

_____ (Phone Number)

Residence Business
(Check One)

_____ (Name of Business if applicable)

Comments: _____
