

**Town of Annapolis Royal**  
**Vending Application**  
**Vending Permit # \_\_\_\_\_**

**1. Purpose of Permit**

Please check one or more as applicable:

- i. Mobile canteens \_\_\_\_\_
- ii. Stand \_\_\_\_\_

**2. Name of Applicant**

\_\_\_\_\_

**3. Postal and Civic Address of Applicant**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4. Phone Number(s) of Applicant**

\_\_\_\_\_

**5. The maximum number of**

- i. Mobile canteens \_\_\_\_\_
- ii. Stands \_\_\_\_\_

**6. Date for which permit is applicable**

Check one or more as applicable

- i. For a full year \_\_\_\_\_
- ii. For a season of 6 months or less, and, if so, the dates of the season for which the permit is sought (May 1-October 31) \_\_\_\_\_
- iii. For one or more occasions or less than 3 days in any year, and if so, the dates for which the permit is sought \_\_\_\_\_

**7. In the case of mobile canteens**

a) Provincial motor vehicle registration number \_\_\_\_\_

Description by Make \_\_\_\_\_

Model \_\_\_\_\_

Year \_\_\_\_\_

**This information is to be provided for any vehicles to be used by the applicant as a mobile canteen. Attach additional vehicle information to this application.**

b) Confirmation that the applicant will

- i. Maintain throughout the period for which the permit is sought, insurance for third party liability on each mobile canteen \_\_\_\_\_
  
- ii. In an amount of not less than \$2,000,000 (2 million dollars) per occurrence and hold the Town harmless from any liabilities that may result from such vending and add the Town as an additional Insured on their policy and present the document to administration \_\_\_\_\_
  
- iii. Only operate or allow the operation of the mobile canteen in accordance with all requirements pursuant to the *Health Act* and *Regulations* and other applicable enactments \_\_\_\_\_

c) A description of the foods and beverages to be sold at each mobile canteen

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d) A description of the areas in the Town of Annapolis Royal in which each mobile canteen will sell food and beverages to the public with the location to be approved by the CAO or designated administration staff; a photograph of each mobile canteen

Location: \_\_\_\_\_

e) Photograph: \_\_\_\_\_ (attach)

**8. In the case of permits for stands:**

- a) Where the stand is to be used for the sale of foods and beverages, confirmation that the applicant will only operate or allow the operation of the stand in accordance with all requirements pursuant to the *Health Act* and *Regulations* and other applicable enactments

Agree \_\_\_\_\_

b) A description of the foods and beverages or other merchandise or services to be sold at each stand

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**c) Location:**

i. A description of the areas in the Town of Annapolis Royal in which each mobile stand will sell food and beverages to the public

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ii. **A photograph** of each stand or, where several stands have the same appearance, of each type of mobile stand.

**Photograph(s) (attach \_\_\_\_\_)**

iii. The maximum dimensions of the stand and a description of whether it is a table, bench, showcase, or rack

**Dimensions:** \_\_\_\_\_

**Description:** \_\_\_\_\_

9. The permit fee pursuant to Policy \_\_\_\_\_.

10. A Vending Permit shall remain in effect for a period of not more than one year from the date of issuance.

**Requirement for Insurance:**

11. Any person who vends on Town property as permitted under this By-law shall carry public liability insurance in a minimum amount of \$2,000,000 (2 million dollars) and hold the Town harmless from any liabilities that may result from such vending and add the Town as an additional insured on their policy and present the document to the administration.

Copy of Insurance Policy attached \_\_\_\_\_

12. Any person vending as permitted under this By-law shall supply the Town with a certificate of insurance to confirm compliance with the requirements of Section 28. The person shall notify the Town 30 days prior to the cancellation of the insurance required under this By-law.

I hereby acknowledge that I have read and understand the requirements of the Town of Annapolis Royal Vending By-law 2026 and hereby apply for a Vending Permit under the By-law.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_



**FOR OFFICE USE ONLY**

Date Application Received \_\_\_\_\_

Approved \_\_\_\_\_  
Yes      No

Reason for Non-Approval \_\_\_\_\_

Permit # \_\_\_\_\_

Date of Approval \_\_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer Sandi Millett-Campbell

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Initials of Applicant