



**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

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

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

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

Initials of Applicant

To be included in Town of Annapolis Royal Fee Policy upon Second Reading of the By-law

	One Year Permit	Seasonal Permit	Occasional Permit
Mobile Canteen	\$500.00	\$250.00	\$125.00
Stand	\$200.00	\$100.00	\$50.00
Flea Markets	\$25.00	\$15.00	\$10.00

Definitions — as per Section 17(3)(a)(b) and (c) of the Vending By-law 2026

Full Year Permit: Full Year Permit: January 1 to December 31 in any year

Seasonal Permit: May 1 to October 31 in any year

Occasional Permit: For one or more occasions or less than 3 days in any year