

City of Rock Springs

212 D Street
Rock Springs, WY 82901
307-352-1500
307-352-1516 (Fax)



PROCEDURE FOR COMPLETING THE TRANSIENT MERCHANT APPLICATION

Bring completed application with required documentation listed below to the Public Works Department located in City Hall, at 212 D Street for approval.

- a. Approval letter from property owner.
- b. Site plan.
- c. Photo identification.

Fees: \$10.00 filing fee and \$10.00 per person working the business. The permit issued will be for 30 days and must be displayed at the business location. You will need to renew for each event at a cost of \$25.00 for each additional 30 days. A new application must be filed each year.

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Transient Merchant Application



Account # _____

Firm/Association/Company/Corporation Information

Company Name _____

Physical Address: _____

Mailing Address: _____

Phone Number

Primary Applicant Information

Name of Applicant: _____ Date of Birth _____

Phone Number Cell Number

Physical Address: _____

Driver's License # _____ State of Issue _____ Social Security #

Describe the nature of the business and merchandise and/or services offered:

Where were the goods manufactured or produced? _____

Will merchandise be delivered at time of sale, if not how will it be delivered? _____

Location where sales will take place: _____

Dates business will be conducted: _____ Hours business will be conducted: _____

The following questions must be answered as part of this Transient Merchant Application:

Will your business use, handle, or store any of the following materials?
(Check all that apply and give maximum quantity)

CHECK	MATERIAL	QUANTITY
<input type="checkbox"/>	Explosives	
<input type="checkbox"/>	Compressed Gases	
<input type="checkbox"/>	Flammable Gases	
<input type="checkbox"/>	Cryogenic Materials	
<input type="checkbox"/>	Flammable Liquids	
<input type="checkbox"/>	Combustible Liquids	
<input type="checkbox"/>	Petroleum Products	
<input type="checkbox"/>	Solvents - Acetone, Thinners, Xylenes, Reducers, ect...	
<input type="checkbox"/>	Flammable or Combustible Solids	
<input type="checkbox"/>	Unstable or Reactive Materials	
<input type="checkbox"/>	Oxidizers	
<input type="checkbox"/>	Poisons or toxic Materials	
<input type="checkbox"/>	Carcinogens	
<input type="checkbox"/>	Pesticides or Herbicides	
<input type="checkbox"/>	Radioactive Materials	
<input type="checkbox"/>	Corrosives or Acids	
<input type="checkbox"/>	Materials discharged into the sewer with a pH of 5 or below	
<input type="checkbox"/>	Materials which contain, or may contain Heavy Metals	
<input type="checkbox"/>	Large quantities of chemicals	

Yes No

- Will your business be cooking, (baking/deep frying/grilling), or operating any type of restaurant or sandwich shop?
- Will an open flame or welding device be utilized?
- Will you be conducting painting, spray finishing, dipping, or powder coating?
- Will you be washing vehicles or equipment?
- Will you be maintaining vehicles or equipment?
- Will you be using a parts washer or power washing equipment or tools?
- Will your business be discharging materials other than sewage into the City sewer system?
- Will your business/facility use any type of treatment system such as baths, separators, sumps, coalescer, or a grease trap?

You are required to answer the questions listed above. If you check any of the materials above, or answer 'YES' to any of these questions, the Rock Springs Fire Department, and the Waste Water Treatment Plant/Special Projects & Programs Coordinator must approve your application.

Vehicle Information (list all vehicles used by applicant(s) associated with the merchandising of goods or services)

Make: _____ Model: _____ License # & State _____

Make: _____ Model: _____ License # & State _____

Additional Sales Person Information:

Name: _____ Address: _____

Name: _____ Address: _____

Approval Letter From Property Owner

Copy of Driver's License For Each Sales Person

Site Plan

1. No Licensee under section 10-310 under City Ordinances shall establish a business location within 35 feet of the curb or shoulders of any street, alley or highway not within 200 feet of any intersection regulated by a traffic control device, nor upon any unpaved lot.
2. No licensee or his employees or agent shall be permitted to live in any tent, trailer, camper or other living quarters on site.
3. No transient vendor shall be positioned such that it blocks or impedes building exits or vehicle access.
4. An approved portable fire extinguisher shall be provided by each food vendor.

10-301 Soliciting and Peddling Prohibited (a) The Governing Body of the City of Rock Springs, Wyoming, finds the practice of going in and upon private residences and property in the City of Rock Springs, Wyoming, by solicitors, peddlers, or transient merchants of merchandise, as defined in Section 10-302 of this Ordinance, to be a nuisance and a substantial safety risk to the citizens of Rock Springs. To protect against illegal or criminal activity, minimize the unwelcome disturbance of citizens and the disruption of privacy and to otherwise preserve the health, safety and welfare of the citizens of Rock Springs, it is hereby forbidden for any solicitor, peddler, or transient merchant of merchandise, as defined in Section 10-302 of the City of Rock Springs Ordinance, to enter upon private property for the purpose of soliciting orders for the sale of goods, wares and merchandise, or for the purpose of disposing of the same, unless the action falls under an exception included under this chapter. Nothing in this section shall preclude lawful solicitors, peddlers, and/or transient merchants from doing business in other areas of the City of Rock Springs nor by more traditional means.

I, the undersigned, have read the foregoing application and know the contents thereof; that all entries hereon and contained in each statement and made a part hereof, are true and correct, and in accordance with the City of Rock Springs.

Printed Name of Applicant _____

Applicant Signature _____ Date _____

Approved

Denied

Date

Zoning Administrator _____

Fire Inspector _____

Industrial Pre-Treatment
Coordinator _____
