



Town Board Approval Yes \_\_\_\_\_ No \_\_\_\_\_  
Building Dept. Approval Yes \_\_\_\_\_ No \_\_\_\_\_  
Permit/License Issued # \_\_\_\_\_ Date: \_\_\_\_\_

Application for: Peddler's Permit \_\_\_\_\_ Food Truck \_\_\_\_\_

Ongoing Time Frame and/or Date of Event \_\_\_\_\_

Note: No application will be processed without application fee-if approved, no permit will be issued until all fees have been paid and required documentation filed with the Town Clerk

Application Fee: \_\_\_\_\_ Paid: \_\_\_\_\_ License Fee: \_\_\_\_\_ Paid: \_\_\_\_\_ Vehicle Fee: \_\_\_\_\_ Paid: \_\_\_\_\_

*If application is for business or partnership skip 1,2,3,4*

1. NAME: \_\_\_\_\_

2. HOME ADDRESS (no PO Box): \_\_\_\_\_

3. HOME TEL # \_\_\_\_\_ CELL# \_\_\_\_\_ AGE: \_\_\_\_\_ Date of Birth \_\_\_\_\_ M \_\_\_\_\_ F \_\_\_\_\_

4. LAST 4 DIGITS SOCIAL SECURITY NUMBER \_\_\_\_\_

*If application is for sole proprietor skip 5,6,7,8,9,10-Applicant for business must be owner and we need name and address of each corporate officer of the food truck or food trailer vending operation. Please attach additional sheets as necessary.*

5. BUSINESS/ORGANIZATION NAME: \_\_\_\_\_

6. ADDRESS: \_\_\_\_\_

7. NATURE OF BUSINESS: \_\_\_\_\_

8. BUSINESS OWNER/PRINCIPAL NAME \_\_\_\_\_

9. TEL# \_\_\_\_\_ HOURS OF OPERATION \_\_\_\_\_

10. FEDERAL TAX ID#: \_\_\_\_\_

11. Have you ever been convicted of a crime? \_\_\_\_\_ If so, state when, where and nature of crime:

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

12. Have you ever applied and been denied for a solicitors/peddler's permit? If yes, please explain in detail and give reason for denial:

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

13. Is any weighing device to be used: \_\_\_\_\_ Type: \_\_\_\_\_

14. Vehicle Description or Trailer & Vehicle Hauling: *(please supply copy of current registration)*

TYPE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_  
COLOR \_\_\_\_\_ LICENSE PLATE # \_\_\_\_\_ STATE \_\_\_\_\_ LENGTH \_\_\_\_\_  
VIN # \_\_\_\_\_ REGISTRATION # \_\_\_\_\_

TYPE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_  
COLOR \_\_\_\_\_ LICENSE PLATE # \_\_\_\_\_ STATE \_\_\_\_\_ LENGTH \_\_\_\_\_  
VIN # \_\_\_\_\_ REGISTRATION # \_\_\_\_\_

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15. REFERENCES: Local Residents

a. \_\_\_\_\_  
b. \_\_\_\_\_  
c. \_\_\_\_\_

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16. WHY ARE YOU APPLYING FOR THIS LICENSE AND WHAT WILL YOU BE SELLING?

Please describe in detail: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

17. PROPOSED STATIONARY LOCATION: Section \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

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

Owner of Property: \_\_\_\_\_

*If you are not the owner, you must submit a signed and notarized statement from the owner outlining the permitted use on the property. You must submit a site plan showing your location on the site.*

18. INSURANCE COMPANY INFORMATION: *(Please attach copy of insurance rider or policy.)*

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

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

Agent: \_\_\_\_\_ Policy No.: \_\_\_\_\_

19. PLEASE LIST ANY ADDITIONAL INFORMATION THAT YOU FEEL IS IMPORTANT REGARDING YOUR APPLICATION:

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

20. EMPLOYEES/INDIVIDUAL OPERATORS THAT WILL ASSIST YOU: *(Food truck only. Each peddler must have their own license.)*

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

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

Have they been convicted of a crime? \_\_\_\_ YES \_\_\_\_ NO

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

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

Have they been convicted of a crime? \_\_\_\_ YES \_\_\_\_ NO

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

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

Have they been convicted of a crime? \_\_\_\_ YES \_\_\_\_ NO

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

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

Have they been convicted of a crime? \_\_\_\_ YES \_\_\_\_ NO

21. NAME AND ADDRESS OF A PERSON UPON WHOM LEGAL NOTICE MAY BE SERVED:

22. I, the undersigned understand that I must comply with all the rules and regulations of Food Trucks of the Town of Crawford Local Law no. 6 of 2024 and/or Peddling and Soliciting Local Law No. 6 of 1974 and acknowledge receiving a copy of it. I understand that I must provide all documentation required prior to my application being accepted. I understand that once my application has been accepted it shall be approved or denied and I will be notified. I understand the application fee is non-refundable.

State of New York

County of \_\_\_\_\_

\_\_\_\_\_ being duly sworn, deposes and says that he/she is the applicant for the above requested license that he/she knows the contents of the application and all statements therein are true under the penalty of perjury.

\_\_\_\_\_  
Applicant

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

08-12-2024



## **Application Checklist for Peddling & Soliciting / Food Trucks**

Please make sure you read the copy of the law(s) before filling out your application.  
Use this checklist to help you gather the documentation you may need to provide us. If you have any questions,  
please call the Town Clerk, Jessica Kempter at 845-744-2020 or email [townclerk@townofcrawford.org](mailto:townclerk@townofcrawford.org)

\_\_\_\_\_ Copy of Local Law – I. Peddling & Soliciting II. Regulation of Food Trucks

\_\_\_\_\_ New York State Driver's License

\_\_\_\_\_ Copy of Vehicle Registration

\_\_\_\_\_ Current Vehicle Insurance Card

\_\_\_\_\_ Copy of NYS Insurance Policy \$1,000,000/\$200,000 – TOC Additional Insured (*Food Truck/Trailer*)  
With waived subrogation against the Town.

\_\_\_\_\_ NYS Sales Tax Certificate

\_\_\_\_\_ NYS Exempt Form Sales Tax Certificate

\_\_\_\_\_ Orange County Health Department Certificate

\_\_\_\_\_ Any Other Applicable Certificate



# Town of Crawford

## Police Department

Serving with Honor. Professionalism and Dedication Since 1971

12 State Route 302

Pine Bush, NY 12566

T: 845-744-5000

F: 845-744-6908

[www.townofcrawford.org/](http://www.townofcrawford.org/)

Dominick L. Blasko

*Chief of Police*

### AUTHORITY FOR RELEASE OF INFORMATION (Background Investigation Waiver)

This release, when presented by a duly authorized representative of the Town of Crawford Police Department, constitutes my consent and authority to examine and obtain copies and abstracts of records and to receive statements and information regarding my background.

Specifically, I authorize the release of the following data or records to the Town of Crawford: Employment, Educational, Medical, Psychological, Selective Service, Police and Criminal, Motor Vehicle and Driving, Financial and Credit, Polygraph Examinations, and the UNDELETED copy of my military separation document (DD214) and medical records from the appropriate Military Records Center and Department of Veterans Affairs.

This authorization is given in connection with a background investigation being conducted relative to my application for a peddling and soliciting permit and/or Food Truck permit. The intent of this authorization is to provide full and free access to the background and history of my personal life, for the specific purpose of pursuing an investigation, which may provide pertinent data for the Town of Crawford to consider my suitability for obtaining a peddling and soliciting permit and/or food truck permit.

I understand that any information obtained by a personal history background investigation, which is developed directly or indirectly, in whole or in part upon this release authorization, will be considered in determining my suitability for a peddling and soliciting permit and/or food truck permit for use in the Town of Crawford. I understand that all materials pertaining to this background investigation become the property of the Town of Crawford and will not be returned to me.

I agree to indemnify and hold harmless the person to whom this request is presented and his/her agents and employees, from and against all claims, damages, losses and expenses, including reasonable attorney's fees, arising out of or by reason of complying with this request. I further understand that in the event my application is disapproved, the confidential information or source of information will not be revealed to me.

A photocopy of this release form will be valid as an original hereof, even though the said photocopy does not contain an original writing of my signature.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

### AFFIDAVIT

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

Before me personally appeared \_\_\_\_\_ who says he/she executed the above instrument of his or her own free will and accord, with full knowledge of the purpose therefore. Sworn and subscribed in my presence this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

-

\_\_\_\_\_  
NOTARY PUBLIC



Town of Crawford, NY  
Friday, August 23, 2024

## Chapter 102. Peddling and Soliciting

### § 102-1. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

#### **ESTABLISHED PLACE OF BUSINESS**

Includes a building or store in which the person transacts business and deals in the goods, wares and merchandise that he hawks, peddles or solicits for during regular business hours.

#### **HAWKER AND PEDDLER**

Includes, except as hereinafter expressly provided, any person, either principal or agent, who, in any public street or public place, or by going from house to house or place of business, on foot or on or from any animal or vehicle, standing in the street or highway, sells or barter, offers for sale or barter or carries or exposes for sale or barter any goods, wares or merchandise, except as hereinafter exempted.

#### **PERSON**

Includes one or more persons of either sex, natural persons, corporations, partnerships, associations, joint-stock companies, societies and all other entities of any kind capable of being sued.

#### **SOLICITOR**

Includes any person who goes from place to place or from house to house or who stands in any street or public place taking or offering to take orders for goods, wares or merchandise, except as hereinafter exempted, or for services to be performed in the future or for making, manufacturing or repairing any article or thing for future delivery.

### § 102-2. Exemptions.

- A. Nothing in this chapter shall be held to apply to any sales conducted pursuant to statute or by order of any court; to any person selling personal property at wholesale to dealers in such articles; to merchants having an established place of business within the Town or their employees; to the peddling of meats, fish, fruit and similar produce by farmers or other persons who produce such commodities; to dealers in milk, baked goods, fuels and newspapers; to residents of the Town soliciting or collecting for nonprofit organizations or bona fide charitable organizations; or to insurance brokers, insurance agents, real estate brokers, real estate agents, stockbrokers and securities salesmen who hold valid licenses from the State of New York for such professions or businesses.
- B. This chapter shall not apply so as to unlawfully interfere with interstate commerce.

### § 102-3. License required.

It shall be unlawful for any person within the Town of Crawford, Orange County, New York, to act as a hawker, peddler or solicitor, as hereinbefore defined, or to solicit, peddle or offer for sale to the residents of said Town any household items, magazines, photographs, furniture, ready-to-eat foodstuffs, sandwiches, drinks, sundry items of any nature whatsoever, kiddie rides, horseback rides, pony rides, pony carriage rides, toys, wearing apparel, household tools and implements, or pots and pans, except such merchandise as hereinbefore exempted or unless the activity hereinbefore described is carried out as an adjunct to a fund-raising activity of a recognized nonprofit organization, without first having obtained and paid for, and having in force and effect, a license therefor.

## § 102-4. Application for license.

Every applicant for a license as herein provided for shall submit to the Town Clerk a written application under oath, setting forth the following information: that he has never been convicted of a felony or misdemeanor or, if so, giving the details; a detailed statement of a particular business, trade or occupation for which the license is requested; the number and kind of vehicles, if any, to be used by the applicant in carrying on the business for which the license is requested; the kinds of goods, wares and merchandise he desires to sell or the kind of service he desires to render; the name, address and age of the applicant; the name and address of a person upon whom a legal notice may be served; and such other information as may be required by the Town Clerk.

## § 102-5. Issuance of license; unauthorized use.

Upon the filing of the application provided for in the preceding section, the Town Clerk shall, upon approval of such application, issue to the applicant a license as provided. No license shall be refused except for a specific reason and for the protection of public safety, health, morals or general welfare. A license shall not be assignable. Any holder of such license who permits it to be used by any person and any person who uses such license granted to any other person shall be guilty of a violation of this chapter. Such license shall automatically expire on January 1 following the date of issuance of such license, but such license may provide for an earlier expiration date. No license shall be granted to a person under 18 years of age, except as provided in § 102-6. No applicant to whom a license has been refused or who has had a license which has been revoked shall make further application until a period of at least six months shall have elapsed since the last previous rejection or revocation, unless he can show that the reason for such rejection or revocation no longer exists. Every licensee, while exercising his license, shall carry the license with him and shall exhibit the same upon demand to any police officer or Town official or citizen.

## § 102-6. License fees.

The license fee to hawkers, peddlers or solicitors shall be \$25 for one year. This fee shall not apply to any bona fide residents of the Town of Crawford under the age of 18 or to a full-time student attending the Pine Bush Central School District who is under the age of 18.

## § 102-7. Employees of licensee.

Any licensee may employ not more than two persons to assist in selling and delivering the wares, but such persons shall so act only while accompanying a licensed peddler, hawker or solicitor. An additional license shall be required for each additional employee engaged in selling or soliciting the wares or services of his employer over the two employees permitted above.

## § 102-8. Refusal or revocation of license.

Upon the refusal of the Town Clerk to issue a license to any applicant or upon the determination of the Town Board that any license should be revoked, the procedure prescribed in § 137 of the Town Law shall be complied with. When a license shall be revoked, no refund of any unearned portion of the license fee shall be made. Notice of such revocation and the reason therefor in writing shall be served by the Town Clerk upon the person named in the application or by mailing the same to the address given in the application, and a copy of such notice shall be filed with the Town Clerk.

## § 102-9. Restrictions.

A licensed hawker, peddler or solicitor shall:



- A. ' Not falsely or fraudulently misrepresent the quantity or quality of any article offered for sale or offer for sale any unwholesome, tainted or diseased provisions or merchandise.
- B. Keep the vehicle and receptacles used by him in a clean and sanitary condition and keep the foodstuffs and edibles offered for sale well covered and protected from dirt, dust and insects and, where foodstuffs and edibles are involved, shall comply with Title VIII of the Public Health Law of the State of New York.<sup>[1]</sup>  
[1] *Editor's Note: See Public Health Law § 1350 et seq.*
- C. Not stand or permit the vehicle used by him to stand in one place in any public place or street for more than 10 minutes or in front of any premises for any time if the owner or lessee of the premises objects.
- D. Not sell any confectionery or ice cream within 250 feet of any school between the hours of 8:00 a.m. and 4:00 p.m. on school days, except when written permission from school authorities has been procured.
- E. Not permit any vehicle used by him to stop or remain on any crosswalk.
- F. Not create or maintain any booth or stand or place any barrels, boxes, crates or other obstructions upon any street or public place for the purpose of selling or exposing for sale any goods, wares or merchandise.
- G. Not call attention to his business or his merchandise by crying out, blowing a horn or sounding a bell, loudspeaker or other sound-producing apparatus or by any other loud or unusual noise.

## § 102-10. Written orders; copy to purchaser.

All orders taken by licensed solicitors who demand or receive payment or deposit of money in advance of final delivery shall be in writing, in duplicate, stating the terms thereof and the amount paid in advance, and one copy shall be given to the purchaser at the time the deposit of money is paid to the solicitor.

## § 102-11. Records of applications and licenses.

It shall be the duty of the Town Clerk to keep a record of all applications and of all licenses granted under the provisions of this chapter, giving the number and date of each license, the fee paid and also the date of revocations of licenses revoked.

## § 102-12. Penalties for offenses.

Any person who, himself or by his agent or employee, shall act as a hawker, peddler or solicitor, as herein defined, without a license or who shall violate any of the provisions of this chapter or who, having had his license revoked, shall continue to act as a hawker, peddler or solicitor shall, upon conviction, be punished by a fine of not less than \$25 nor more than \$250, and each day on which such violation shall continue shall constitute a separate offense.



**TOWN OF CRAWFORD  
INTRODUCTORY LOCAL LAW  
REGULATION OF FOOD TRUCKS**

BE IT ENACTED by the Town Board of the Town of Crawford, County of Orange, State of New York, as follows:

Section 1. Chapter 102, titled "Peddling and Soliciting," of the Code of the Town of Crawford is amended as follows:

I. The existing provisions of Chapter 102 shall be designated as Article I and titled "General Requirements".

II. Section 102-6, titled "License fees," is amended to read as follows:

License fees shall be established, and may be amended from time to time, by resolution of the Town Board.

III. Section 102-12, titled "Penalties for offenses," is amended by adding the following sentence at the beginning of said section:

This Chapter may be enforced by the Code Enforcement Officer and by any police officer.

IV. A new article, designated as Article II, and titled "Food Trucks," is adopted to read as follows:

§102-13. Scope. The General Requirements set forth in Article I of this Chapter shall apply to food trucks and food trailers, unless more specific provisions of this Article II apply, in which case such Article II provisions shall apply.

§102-14. Definitions.

As used in this Article, the following terms shall have the meanings indicated.

**FOOD TRAILER**

A nonmotorized vehicle, designed to be towed by a motorized vehicle, registered and able to be operated on the public streets of New York State, in which ready-to-eat food is cooked, wrapped, packaged, processed or portioned for sale or distribution.

**FOOD TRUCK**

A motorized vehicle, registered and able to be operated on the public streets of New York State, in which ready-to-eat food is cooked, wrapped, packaged, processed, or portioned for sale or distribution.

## FOOD TRUCK VENDOR

The owner or operator of a food truck or food trailer (hereafter referred to as "vendor").

## MOBILE FOOD PREPARATION VEHICLE

A food truck that contains cooking equipment that produce smoke or grease-laden vapors in the preparation or serving of food to the public. Vehicles intended for private recreation shall not be considered mobile food preparation vehicles.

## SPECIAL EVENT

A special public event that is either sponsored by the Town of Crawford or permitted by the Town of Crawford, including but not limited to a festival, parade, concert, or celebration.

## TENTS OR CANOPIES

Any structure, temporary or permanent, designed to provide shade or weather protection to users within its shadow.

## § 102-15. General provisions.

A. No food truck vendor shall operate within the public rights-of-way within the Town of Crawford without first having obtained a valid food truck vending license from the Town Board.

B. No food trailer shall be operated within the public right-of-way, except to the extent that vending is authorized by the Town Board in a specified space as part of either a special event or serving a private event. Food trailers operating on private property shall comply with the same requirements as food trucks.

C. All food trucks and food trailers must abide by all parking and vehicle and traffic laws, rules and regulations at all times, including but not limited to any durational requirements. A food truck may operate in any legal parking space except as restricted by any law, rule or regulation or as otherwise directed by the Code Enforcement Officer or a police officer.

D. No food truck or food trailer shall operate within 500 feet of the closest point of any building in which a business serves similar food as the food truck or trailer.

E. No food truck or food trailer shall operate within 500 feet of the boundary line of a property on which is conducted a special event or civic event that is permitted or sponsored by the Town of Crawford, except when the vendor has obtained a license to so operate from the Town Board.

F. No food truck or food trailer shall operate in a location that does or reasonably might obstruct access to or egress from any structure or the free flow of vehicular or pedestrian traffic, as determined by the Code Enforcement Officer or a police officer.

G. All food trucks and food trailers must be equipped with trash receptacles of a sufficient capacity that shall be changed as necessary to prevent overflow or the creation of litter or debris. No vendor shall dispose of any litter, trash or waste (hereafter "waste") generated from the vending operation in public trash receptacles. A vendor shall store such waste in a receptacle firmly attached to the vending unit for lawful and proper disposal. A vendor shall also be responsible for keeping the immediate area of his food cart free and clear of any waste or spillage from the vending unit.

H. No vendor shall cry out or make loud noises in any public street, sidewalk or place for the purpose of selling any food or goods.

I. No vendor shall chain or otherwise attach any signs, goods, merchandise, chairs, stools, food cart or other equipment used in vending to any tree, parking meter, hydrant, sign or post, light pole, telephone pole or other street appurtenance or leave any such items unattended on a public street, sidewalk or place. Acceptance of any permits under this Article shall be deemed consent that items left in violation of this subsection will be removed by the Code Enforcement Officer or police officer.

J. A vendor shall obtain from the Town Clerk and place on prominent display during vending activities a license obtained in accordance with this Article.

K. The application for a license shall be on a form provided by the Town Clerk and shall include the following:

(1) Name and address of each applicant and each corporate officer of the food truck or food trailer vending operation. If the applicant is an individual, he or she shall be designated as the vendor's operator, and the individual applicant may also designate one or more additional operators during or after the application process. If the applicant is not an individual, it shall specify and provide the name, address, and telephone number of at least one person who shall be the designated operator. A designated operator shall be a person who is directly responsible for supervising the operation of the food truck or food trailer. In the event that a vendor's designated operator is no longer serving in that capacity and the vendor has no additional designated operator to serve in that capacity, the vendor notify the Town Clerk within five business days and prior to the next date the licensee operates the food truck or food trailer.

(2) A valid copy of all licenses, permits a certificate required by the Health Department, Department of Motor Vehicles and all other applicable agencies, and vehicle registration, vehicle insurance and valid driver's licenses of all vehicle drivers.

(3) A description, including the length, make, model, production year, and VIN number of each food truck or food trailer that the applicant will use. Each truck and trailer is subject to inspection by the Town.

L. All mobile food preparation vehicles shall comply with the applicable provisions of Section 319 of the 2020 Fire Code of New York State. The Fire Inspector and Code

Enforcement Officer are hereby authorized to impose additional requirements as may be necessary to assure the fire safety of vending units.

M. Licensees must comply with all applicable laws, rules and regulations.

N. Before any license is issued, the applicant shall file with the Town of Crawford proof of insurance, issued by an insurance company licensed to do business in the State of New York, which insurance must be kept continuously in force during the term of the license. The insurance shall be not less than \$1,000,000 per occurrence/\$2,000,000 aggregate for comprehensive general liability insurance and \$1,000,000 per accident/\$2,000,000 aggregate for automobile liability insurance. Such insurance shall not expire, nor be canceled, suspended or amended, except on ten days written notice to the Town Clerk served personally or by certified mail. The insurance must add the Town of Crawford, its officers and employees as additional insureds on a primary and noncontributory basis and waive subrogation against the Town.

Every food truck and food trailer vending license shall contain the following conditions:

(1) Each license shall expire on December 31 in the same calendar year as the date of issuance. License fees shall not be prorated.

(2) The license shall not be transferable from person to person without the written approval of the Town Clerk.

(3) The license is valid only for the food truck(s) or food trailer(s) listed on the license.

Section 2. Severability. If any part or provision of this local law or the application thereof to any person or circumstance be adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part or provision or application directly involved in the controversy in which such judgment shall have been rendered and shall not affect or impair the validity of the remainder of this local law or the application thereof to other persons or circumstances, and the Town Board hereby declares that it would have enacted this local law or the remainder thereof had such invalid application or invalid provision be apparent.

Section 3. This local law shall take effect immediately upon filing with the Secretary of State.