**Food Cart/ Stand License**

**Returning Vendors** if you paid the $75 last year (which covers you for all markets in the City of Cheyenne), City Clerk will send you a reminder of renewal about 45 days before your license/permit expires. Please bring your current one to the 1st market.

**1st time Vendors**  You can download and print this application

<https://www.cheyennecity.org/DocumentCenter/View/34/Food-WagonStand?bidId=>

You may then mail it and your check to City Clerk, 2101 O’Neil Ave, Room 101, Cheyenne, Wy 82001 or email it to [htrainer@cheyennecity.org](mailto:htrainer@cheyennecity.org) and make a payment over the phone**. Please indicate how you wish to receive your copy of your license**. If you have questions call 307-637-6329, or schedule an appointment.(a notary witness signature is no longer required)

To walk you thru some of the application—You would need to check $75/yr., new, and food stand/pushcart. License # will be filled out by them. If your product is under the Food Freedom Act you will not attach a Food Service Permit.

Cheyenne Fire Department will be inspecting the 2 fire extinguishers the Tuesday Market will place strategically at the market, so individual vendors will not be required to have one.

Wyoming Sales Tax Number-Food is not taxed. All body care and crafts and dog treats are taxable.  You have to call the WY department of Revenue and get a tax id if you sell within the state even if you are not a resident

Check “No” to both questions on next page—We are on private property

Proposed Dates—June 16-Oct 6-Every Tuesday

Hours-3 PM- 6 PM Location-Frontier Mall Parking Lot

The remainder will be filled out by various agencies and takes about 5 days to process, plus time for you to receive your license, so please do this right away.