



OFFICE OF THE CITY CLERK

City Hall, 258 Main Street
Oneonta, NY 13820-2589

Phone: 607.432.6450
Fax: 607.433.3420
Internet Address:
www.oneonta.ny.us
E-Mail Address:
cityinfo@oneonta.ny.us

An application for a **Transient Merchant License** in accordance with Chapter 204, Article III, of the Code of the City of Oneonta, New York.

A transient merchant is one who conducts retail business in or from a store, hotel, house, motel, tent, lot, truck, tractor-trailer, building or structure for the sale of retail goods, wares or merchandise, excepting food products, which business is intended to be conducted for a temporary period of time and not permanently.

No person, corporation or other entity shall conduct a transient retail business within the city limits until at least 5 business days shall have elapsed after the filing in the office of the City Clerk of an application verified by the person or persons who are to conduct which business containing the following information.

Name of Applicant: _____

Address of Applicant: _____

Telephone Number: _____

If corporation, the state under the laws of which said corporation is organized:

Exact location of the principal office and place of business of applicant:

Names and addresses of officers of the business entity making application:

Nature and location of business engaged in by the applicant during the five years immediately preceding the filing of such statement:

Exact location within the City of Oneonta where the transient retail business is to be conducted:

Dates business will be conducted within the city: _____

Satisfactory proof of and compliance with all New York State and Otsego County sales tax regulations must be submitted.

A transient merchant who demands, accepts or receives payment or deposit of any amount of money in advance of final delivery of merchandise or service shall submit a cash deposit to the City Clerk in the amount of Ten thousand dollars (\$10,000) or a Ten Thousand Dollar (\$10,000) surety company bond acceptable to the City Attorney prior to the license being issued.

Fee: \$500.00 for one (1) month

Fee accepted by Clerk's Office _____ Initials: _____

Signature of Applicant: _____ Date: _____

Form Revised: November 2011