

Inspection Checklist: General Vendors

Do you sell, lease, or offer to sell or lease goods or services, excluding food, in a public place like a street or sidewalk?

About the General Vendor License Law:

- There is no limit on the number of licenses issued to veterans or their surviving spouses or domestic partners. The number of licenses issued to non-veterans is limited to 853.
- General Vendors who hold the Citywide Specialized vending license (Yellow) or Midtown Core Zone vending license (Blue) can vend in certain restricted areas and have priority to locations over other vendors. These licenses are for veterans with a service-related disability. The number of Blue licenses is limited to 105.
- You do not need a General Vendor License to sell items covered by the First Amendment, including written materials (newspapers, periodicals, books, pamphlets) and artwork (paintings, photographs, prints, sculptures, face paintings, balloon animals). You must follow the vending regulations even if you do not need a General Vendor License.

Use this checklist to learn what our inspectors look for and help avoid violations. For your convenience, each Requirement includes the relevant section of law and/or rule, so you can refer to it for more information. The KEY below describes the legal citations and symbols used in this checklist.

This checklist does not apply to food vendors, vendors who operate in or next to any park, or shoeshiners.

KEY
<p>NYC Code: NYC Administrative Code RCNY: Rules of the City of New York §: Section §§: Sections</p>

Requirement	Do you meet this requirement?
Licenses	
<p>1 You must have a valid Department of Consumer and Worker Protection (DCWP, formerly Consumer Affairs) General Vendor license.</p> <p>Tip: Food vending requires a license from the Department of Health and Mental Hygiene.</p> <p>Tip: Selling merchandise at an authorized Street Fair (e.g., street fair, block party, or festival) requires a Temporary Street Fair Vendor Permit.</p> <p>NYC Code §20-453</p>	<input type="checkbox"/> Yes
<p>2 General Vendors must wear their DCWP license so it is visible to the public and enforcement officers (e.g., DCWP inspectors, police officers) at all times.</p> <p>Tip: Blue and Yellow specialized license holders must wear both their General Vendor License (White) and their specialized license.</p> <p>6 RCNY §2-309</p>	

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Requirement		Do you meet this requirement?
Location		
Area restricted to all vending with no exceptions		
3	You cannot vend in the “World Trade Center Zone” below (including the border streets) in Manhattan: <ul style="list-style-type: none"> • East border: eastern side of Broadway • South border: south side of Liberty Street • West border: west side of West Street • North border: north side of Vesey Street 	<input type="checkbox"/> Yes
	NYC Code §20-465(g)(2)	
4	You cannot vend within 10 feet of any street corners, subway entrances and exits, or driveways.	<input type="checkbox"/> Yes
	NYC Code §20-465(e)	
5	You cannot vend within 5 feet of bus shelters, newsstands, public phone or WiFi kiosks, or disabled access ramps.	<input type="checkbox"/> Yes
	NYC Code §20-465(q)	
6	You cannot vend within 20 feet of sidewalk cafés or stoop line stands.	<input type="checkbox"/> Yes
	NYC Code §20-465(q)	
7	You cannot vend: <ul style="list-style-type: none"> • within a bus stop or taxi stand or on the sidewalk next to a “no standing” zone that is next to a hospital • on a median unless the median is a pedestrian mall or plaza (has space for pedestrians to walk) • over any ventilation grills, subway gratings, cellar doors, transformer vaults, or manholes 	<input type="checkbox"/> Yes
	NYC Code §§20-465(e), 20-465(i), 20-465(m)	
Location		
Areas restricted to vendors with specialized licenses and First Amendment vendors		
<i>All vendors, including individuals selling First Amendment items, must follow time, place, and manner restrictions. See Page 1 for description of items covered by the First Amendment.</i>		
8	You must have a Blue specialized license to vend in the area below (including the border streets) in Manhattan: <ul style="list-style-type: none"> • East border: 2nd Avenue • South border: 30th Street • West border: 9th Avenue and Columbus Avenue • North border: 65th Street 	<input type="checkbox"/> Yes
	NYC Code §20-465(g)(1)	

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9	You must have a Blue or Yellow specialized license to vend in the area below (including the border streets) in Flushing, Queens: <ul style="list-style-type: none"> • East border: eastern side of Union Street • South border: south side of Sanford Avenue • West border: west side of College Point Boulevard • North border: north side of Northern Boulevard 	<input type="checkbox"/> Yes
	NYC Code §20-465(g)(4)	
Display		
10	You must follow these display requirements: <ul style="list-style-type: none"> • Your display (e.g., table, cart, stand) is no more than 8 feet long, 3 feet deep, and 5 feet tall. • Horizontal displays are at least 2 feet off the ground. • Vertical displays are at least 1 foot off the ground. <p>Tip: You cannot place items for sale directly on the sidewalk or on a blanket, board, or piece of cardboard on the sidewalk.</p> <p>Tip: You can only use the space immediately below your display to store items for sale.</p>	<input type="checkbox"/> Yes
	NYC Code §§20-465(b), 20-465(n)	
11	You must leave at least a 12-foot-wide clear path on the sidewalk for pedestrians. <p>Tip: The distance is measured from the property line to any sidewalk obstructions (e.g., bike racks, fire hydrants, street signs) or, if there are no obstructions, to the curb.</p>	<input type="checkbox"/> Yes
	NYC Code §20-465(a)	
12	Your cart or stand must be located next to the curb.	<input type="checkbox"/> Yes
	NYC Code §20-465(a)	
13	Your cart or stand and the goods you are selling must be at least 20 feet from the entrance or exit of any building.	<input type="checkbox"/> Yes
	NYC Code §20-465(d)	
14	Your cart/stand, vehicle, the goods you are selling, and any other items related to your vending cannot touch any buildings or structures (e.g., lampposts, parking meters, mailboxes, traffic signal posts, fire hydrants, tree boxes, benches, bus shelters, trash bins, or traffic barriers).	<input type="checkbox"/> Yes
	NYC Code §20-465(c)	
Other		
15	You cannot vend from a parked or double-parked motor vehicle.	<input type="checkbox"/> Yes
	NYC Code §20-465(o)	

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Requirement		Do you meet this requirement?
16	<p>You cannot use electricity or electrical generating equipment or oil or gas-powered equipment, devices, or machinery.</p> <p>Tip: You cannot use any equipment on a power cord.</p> <p>Tip: You can use battery-powered equipment.</p> <p>NYC Code §20-465(p)</p>	<input type="checkbox"/> Yes
17	<p>If your cart or stand is in the roadway (e.g., in parking spaces), you must follow all traffic and parking laws.</p> <p>Tip: You cannot vend in the roadway if there is a safety zone or within 15 feet of a fire hydrant.</p> <p>NYC Code §20-465(f); 6 RCNY §2-304(c)</p>	<input type="checkbox"/> Yes
Price Posting		
18	<p>For all items offered for sale, you must show the price, exclusive of tax, as follows:</p> <ul style="list-style-type: none"> On the individual item by a stamp, tag, or label. OR On a sign that is plainly visible where the item is displayed. <p>6 RCNY §2-307(b)</p>	<input type="checkbox"/> Yes
Receipts		
19	<p>You must offer a serially numbered receipt for any item a consumer purchases. The receipt must include:</p> <ul style="list-style-type: none"> Date of purchase Total amount of money and tax paid Description of the item Your General Vendor license number A statement that complaints can be made to DCWP that includes DCWP's address and telephone number (311) <p>Tip: You must give DCWP inspectors a copy of a receipt from a sale earlier in the day immediately upon request.</p> <p>6 RCNY §2-307</p>	<input type="checkbox"/> Yes

For more information: **Visit** nyc.gov/BusinessToolbox | **Contact 311** (212) NEW-YORK (Outside NYC)

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