



ROADSIDE SALES PERMIT APPLICATION

BUSINESS OWNER INFORMATION

Name of Business Owner: _____

Home Address of Business Owner: _____

Phone Number of Business Owner: _____

Email of Business Owner: _____

ROADSIDE SALES BUSINESS INFORMATION

Roadside Sales Business Name: _____

Physical Address of Proposed Location: _____

Date(s) Operating at above Location: _____ (10 days max)

Business Phone Number: _____

Business Email: _____

Brief description of goods being sold:

Roadside Sales Permits are valid for ten (10) days per month. Roadside Sales rules and regulations may be modified in the case of a city sponsored event and/or annual holiday or seasonal event. The Roadside Sales rules and regulations may also be modified in the case of a nonprofit organization, that qualifies as an extended food service unit, as approved by the Bryan County Georgia Department of Public Health.

REQUIRED DOCUMENTATION AND LICENSES

The below documentation is **required** to qualify for a Roadside Sales Permit and **must** be submitted along with the application.

- Copy of a current City of Richmond Hill Business License**
- Recent color photograph or drawing of the contemplated Roadside Sales Facility or Structure**
- Site plan showing location of the contemplated Roadside Sales Facility or Structure on the applicable property including setback lines, parking, and distance to restrooms.**
- Written agreement from applicable property owner/manager with regard to the time(s) and location for the premises**
- Written consent from fixed establishment with a similar use within 200 ft. (If Applicable)**
- Copy of Georgia Dept. of Public Health Food Service Permit (If Applicable)**
- Copy of Georgia Dept. of Agriculture Permit (If Applicable)**
- Facility or Structure Fire Safety Inspection Approval**
- Building Inspections Department Approval**
- Roadside Sales Permit Fee**

By signing below, I acknowledge I have read, understand, and agree to comply with the City of Richmond Hill Code of Ordinances for the operation of Roadside Sales from a Facility or Structure and all other state laws and policies governing Roadside Sales.

Printed Name of Applicant

Signature

Date

-----**DO NOT WRITE BELOW THIS LINE / FOR STAFF USE ONLY**-----

PERMIT FEE: \$200.00 Method of payment: Cash Card Check # _____

STAFF APPROVAL: Approved By: _____ Date: _____

Comments: _____

For more information contact our offices 912-756-3641 or planning@richmondhill-ga.gov

REVISED 04/14/2025