

Anthony G. George
Mayor

SPECIAL EVENTS



1st Floor, City Hall
40 East Market St.
Wilkes-Barre, PA 18711
Phone: 570.208.4149
Fax: 570.208.4187

Patty Hughes
Special Events Coordinator

Request for Special Events Peddlers License

Sec. 28-97. Special Events Peddlers License: Every peddler selling any item whatsoever who or which does not have a permanent facility within the city limits and/or is not operating at all times out of the permanent facility and/or is selling or peddling in a transient form such as a kiosk, cart, temporary stand, or from or in the form of a non-permanent base within the limits of the City of Wilkes-Barre during a special event within the city limits, shall take out and pay a license fee of thirty dollars (\$30.00) for each special event which is held within the city. **All peddlers shall be required to obtain the permit prior to selling any item in any manner set forth above.**

Date _____

Name of Applicant _____

Street Address _____

City/State/Zip _____

Phone Number _____

Email Address _____

Date(s) of Event _____

Name of Event _____

Location of Event _____

Special Events Peddlers License is \$30.00/license

*Please mail completed form and \$30.00 check made payable to City of Wilkes-Barre to:
The City of Wilkes-Barre
Attention: Special Events
40 East Market Street
Wilkes-Barre PA 18711*

In order to make sure this application is processed in a timely manner, please return application with payment no later than 5 business days prior to the event start date.

For large events, the application is due 30 business days prior to the event start date.

Please note that this application does not pertain to food vendors. If you are a food vendor, please contact the Health Department at 570.208.4268 for more information.