

Town of Edenton
400 South Broad St.
Edenton, NC 27932
252.482.2155



TOWN OF EDENTON
SIDEWALK CAFÉ APPLICATION

Any restaurant desiring to operate a sidewalk cafe shall file an application with the Town Manager.

1. Restaurant Name: _____ Restaurant Phone #: _____
2. Restaurant Address: _____
3. Name of Restaurant Operator: _____
4. Restaurant Operator Phone #: _____
5. Restaurant Operator Address: _____
6. Type of food, beverage or food product to be sold at the Sidewalk Café (attach menu if available):

7. Hours of Operation of Restaurant: _____
8. Hours of Operation of Café: _____
9. **Drawing or site plan** showing the section of the sidewalk or pedestrian way to be used for the sidewalk café and the section to be kept clear for pedestrian use (**this area must be at least four feet and free from any obstruction**), and depicting the proposed placement of tables, chairs, barricades, and other furnishings on the sidewalk or pedestrian way.
10. **Furnishings:** How and/or where will the sidewalk café furnishings be stored when not in operation? _____

11. **Evidence of insurance.** Proof of General Commercial liability Insurance including the Town of Edenton as an additional insured must be maintained on the operation of the sidewalk café. Coverage may be under the policies or plans generally applicable to the establishment. A Certificate of Insurance shall be provided to the Town of Edenton before the permit will be issued.
12. **Sign and return indemnity and hold harmless agreement.** The form of the agreement is provided by the Town of Edenton.

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13. **Copy of all permits and licenses** issued by the State and/or the Town of Edenton, including health and ABC permits and business licenses, necessary for the operation of the restaurant business, or a copy of the application for the permit if no permit has been issued. This requirement includes any permits or certificates issued by the Town for exterior alterations or improvements to the restaurant.
14. **Sworn statement** describing any violation by the restaurant operator of any laws, regulations, or ordinances relating to the possession, sale, consumption, or transportation of intoxicating beverages or controlled substances during the five (5) years immediately preceding the date of the permit application. If no such violations have occurred, please provide a sworn statement to that effect. The form of the statement is provided by the Town of Edenton.

The Application is subject to the Town of Edenton Sidewalk Café Ordinance as the same may be amended from time to time and any other applicable Federal, State and local laws and regulations.

Applicant Signature: _____ Date: _____

Permit No: _____

Fee: \$50.00

Staff Decision (initials)

_____ Approved

_____ Denied