APPLICATION for a SIDEWALK CAFÉ

Date ____________________

Applicant Name ____________________________________________ Phone ____________________

Business Name _______________________________________________ Phone ____________________

Business Address _____________________________________________

street  city  state  zip

Requirements:

1. Applicant has a Restaurant License.  (Restaurant License Number ________________ )

2. General Liability Insurance naming the City of Buffalo as additional insured. Name the Office of Licenses Room 301, Buffalo NY 14202 as the policy holder with a ten (10) day cancellation clause.

3. Dimensions of the café ________________  Number of tables _____  Number of chairs _____

4. Describe method of installing café boundaries (ex. wooden deck with railings, wrought iron railings, flower boxes with rope attached). Café may not be permanently affixed to the main building or the public sidewalk.

___________________________________________________________
___________________________________________________________

5. Provide a drawing of the proposed café. Show the existing building, the area to be occupied by the café, and the area of public sidewalk remaining for pedestrian passage. A minimum of four feet of uninterrupted public sidewalk must exist after installation of the café. Use the reverse side if needed.

Subscribed and sworn before me this
______ day of ______________ 20 __________

Applicant Signature

Commissioner of Deeds in and for the City of Buffalo

Signature of owner of building, if different than applicant
REQUIRED COPIES of DOCUMENTATION with BUSINESS LICENSE APPLICATION

☐ Copy of current Government Issued Photo Identification (i.e. Driver’s License or Green Card)

☐ Copy of current Utility Bill listing applicant’s home address (not required for personal license, i.e., taxi driver, peddler, etc.)

☐ Copy of New York State Tax ID Certificate or Social Security Number (not required for personal license, i.e., taxi driver, peddler, etc.)

☐ Copy of DBA (Business Certificate) or Corporate Filing Receipt (not required for personal license, i.e., taxi driver, peddler, etc.)

☐ Copy of Proof of Ownership of Property (Deed) for Business location or a Commercial Lease Agreement (not required for personal license, i.e., taxi driver, peddler, etc.)

☐ Submit a Police Record Check for

  Auctioneer
  Collection Agency
  Arcade
  Public Dance Hall
  Restaurant Dance
  Landscape/Snow Removal
  Tow Tuck
  Taxi Cab Driver
  Second Hand Dealer
  Scrap Processor
  Tire Handler
  Used Car Dealer
  Pawn Broker
  Lodging House
  Lodging House Agent
  Flee Market

☐ Complete Application Form

☐ Complete New License Affidavit

☐ Submit Required Documentation with Fee
HOUSING COURT VIOLATION LICENSE APPLICATION AFFIDAVIT

I, ________________________________, have submitted a License Application(s) with the City of Buffalo’s Office of Licenses at: ________________________________.

(business location)

I am applying for the following license types: ________________________________.

By signing this affidavit, I do hereby attest to the fact that neither I nor any partners and/or corporate officers of this business entity have any existing and/or pending City of Buffalo Housing Court proceedings against the property listed above nor any other properties owned in the City of Buffalo. I further understand that if, or any reason, the Office of Licenses finds this information to be inaccurate; that the City of Buffalo reserves the right to deny the issuance of any and all City of Buffalo Licenses requested to operate this business entity.

NEW LICENSE APPLICATION AFFIDAVIT

I am aware that it is a violation of city ordinances to operate my business establishment without all required licenses, and that I must not open and/or operate my business establishment until said time that all the required licenses have been issued. I further understand, that if for any reason, the Office of Licenses deems my business establishment to have been open and/or operated prior to the issuance of all required city licenses, that this shall constitute a violation of city ordinances and said violation shall be cause to deny the issuance of any and all city licenses required to operate my business establishment.

Subscribed and sworn before me this ______ day of __________ 20___

__________________________________________________________

Applicant Signature

__________________________________________________________

Date __________________________

Commissioner of Deeds in and for the City of Buffalo