



2025 SPECIAL LICENSES APPLICATION

US Mail: City of Vancouver Business Licensing, PO Box 8995, Vancouver, WA 98668-8995
Drop Off: City Hall, 1st Floor, Customer Service Desk, 415 W 6th Street, Vancouver WA 98660

SPECIAL LICENSE QUESTIONS: EMAIL: business.licenses@cityofvancouver.us, *PHONE:* 360-487-8410 ext 3

➔ Clearly print or type entries, sign form, make copy for your records, and submit with payment. ⬅

WA STATE UBI #: _____ CITY BUSINESS LICENSE EXPIRATION DATE: _____

BUSINESS NAME: _____ DOING BUSINESS AS (DBA): _____
 (IF DIFFERENT THAN BUSINESS NAME)

PHYSICAL ADDRESS: _____
STREET CITY STATE ZIP CODE

MAILING ADDRESS: _____
 (IF DIFFERENT THAN PHYSICAL ADDRESS) STREET or PO BOX CITY STATE ZIP CODE

* LIST POSSIBLE ADDRESS/LOCATIONS OF FOOD TRUCK: _____

DAYTIME PHONE: _____ EMAIL ADDRESS: _____

✓	TYPE OF SPECIAL LICENSE	VMC* SECTION	LICENSE FEE	LICENSE TERM (EXPIRATION DATE)	FEES
<input type="checkbox"/>	Bill Posting / Handbills Distribution. Owner's permission is required for posting advertising materials on any structure or utility pole. It is unlawful to scatter, leave, or place handbills, advertising materials, or samples in a doorway, yard, park, street, or walkway.	5.38	\$20 per person	Quarter	\$
<input type="checkbox"/>	Mobile Food Vendor.* * Also provide list of possible location(s) of operation, if different than physical address shown above. Note: For summary of other possible requirements, see: https://www.cityofvancouver.us/eph/page/mobile-food-vending (e.g.: Clark County Health Dept permit, or City Street Use Permit, if required).	5.34	\$50 per vehicle or stand	Annual (Dec 31)	\$
<input type="checkbox"/>	Motion Picture Shows & Theaters.	5.54	Based on seating capacity: • ≤ 500 seats: \$300 • 501 - 1,000 seats: \$400 • 1,001 - 1,500 seats: \$500	Annual (Dec 31)	\$
<input type="checkbox"/>	Recyclable Materials Collection. Must first contact City Public Works at 360-487-7160, and submit required report re: recyclable materials to Solid Waste Division.	5.62	\$100 per vehicle NOTE: Amount due will be invoiced & sent after application is processed/approved.	Annual (Dec 31)	\$
<input type="checkbox"/>	Secondhand Dealer.	5.46	\$200 per dealer	Annual (Dec 31)	\$
TOTAL FEES					\$

* Vancouver Municipal Code (VMC) is available for review in its entirety at: <https://vancouver.municipal.codes/VMC>.

Signature: _____ Date: _____

Print Name of Signatory: _____ Title: _____