



CITY OF ITHACA

108 East Green Street, Ithaca, New York 14850-6590

DEPARTMENT OF PUBLIC WORKS

Michael J. Thorne, P.E.

Superintendent

Telephone: 607/274-6527

Fax: 607/274-6587

February 8, 2019

RE: Mobile Vending on the Commons

Dear Mobile Vendor:

The Office of the Superintendent of Public Works will begin accepting applications for the 2019-20 mobile vending season on March 1, 2019. Enclosed you will find a mobile vending information packet, an application and agreement, along with a map of the Commons notating the approved locations for food and retail vending.

Please read all of the enclosed documents very carefully to ensure you understand all of the requirements. Preference will be given to returning vendors. After that, locations will be approved on a first come first served basis. Vending sites will be assigned by Wednesday, March 27, 2019, with vending beginning on April 1, 2019.

If you have any questions, please contact this office at (607) 274-6527. I look forward to working with you this year.

Sincerely,

Kathrin D. Servoss
Executive Assistant

kds

Enclosure: Mobile Vending Application Packet