

Vendor Permit Letter

Date: [Insert Date]

[Vendor's Name]

[Vendor's Business Name]

[Vendor's Address]

[City, State, Zip Code]

Dear [Vendor's Name],

We are pleased to inform you that your application for a vendor permit for the upcoming Street Fair on [Event Date] has been approved. You are hereby granted permission to operate your booth at the following location:

[Specify Location or Booth Number]

Please adhere to the following guidelines:

- Set up time: [Insert Time]
- All vendors must be fully operational by [Insert Time].
- Cleanup must be completed by [Insert Time].
- Maintain all current health and safety regulations.

We appreciate your participation in making our Street Fair a success. Should you have any questions, feel free to contact us at [Contact Information].

Best regards,

[Your Name]

[Your Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]