



# CITY OF HOUSTON

Commercial Permitting & Enforcement Section  
Administration & Regulatory Affairs Department

## Common Market (Own and/or Operate) Application

Permit Issued: \_\_\_\_\_

Date of Application: \_\_\_\_\_

### Annual Fee Range

(Fee for a Common Market Permit is based on the number of on-site vendors or booths, identified below, and the Administrative Fee.)

0 to 10       11 to 20       21 or more

The Undersigned hereby make written application for a common market license during the year \_\_\_\_\_  
from \_\_\_\_\_ to \_\_\_\_\_

1. Name of Common Market: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_

2. Name and Address of Owner: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

3. Is the Owner an Individual, Partnership, Association or Corporation?  
\_\_\_\_\_

4. If the Owner is a Partnership, give names and addresses of each partner?

_____	_____
Name	Address
_____	_____
Name	Address

5. If the Owner is a Corporation, state whether organized under laws of Texas or of another state; give address of Houston office, names and residence addresses of all officers, directors or trustees:

_____	_____	
State under which Corporation is organized	Houston office address	
_____	_____	
Name	Title	Address
_____	_____	_____
Name	Title	Address
_____	_____	_____
Name	Title	Address

6. Name, address and telephone number of person who will operate the Common Market:  
\_\_\_\_\_

7. Is the Operator an Individual, Partnership, Association or Corporation?  
\_\_\_\_\_

8. If the Operator is a Partnership, give names, residences and telephone number of each:

_____	_____
Name	Address
_____	_____
Name	Address
_____	_____
Name	Address

9. If the Operator is a Corporation, state whether organized under laws of Texas or of another state; give address of Houston office, names and residence addresses of all officers, directors or trustees:

_____	_____	
State under which Corporation is organized	Houston office address	
_____	_____	
Name	Title	Address
_____	_____	_____
Name	Title	Address
_____	_____	_____
Name	Title	Address

10. Has any Individual, Partnership, Corporation or Association listed on this application been convicted of a crime involving theft or fraud within the past five (5) years or had a license revoked under this or any preceding City of Houston Ordinance governing the business described herein? If yes, explain:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

11. The name of the property owner of the real property on which the common market will be operated is: \_\_\_\_\_

Is a copy of the legal description for the property attached? Yes  No

Is the notarized written affidavit of consent from the owner granting permission attached? Yes  No

12. Every Licensee of a Common Market shall cause to be kept a record of each transaction in which a space, booth and/or room in a common market is rented or let, unless such space, booth and/or room is rented or let for thirty (30) consecutive days or more and such space, booth and/or room will be open for business not less than five (5) days per week. Such record shall include: (a) the name of each person renting or leasing the space, booth and/or room. (b) The dates such space, booth and/or room may be used by the person renting or leasing the same. (c) The name of all persons who will be selling or assisting the leasee in selling goods in that space, booth and/or room. (d) The mailing address of each person renting or leasing a space, both and/or room and of each person selling and/or assisting in the selling of goods in that space, booth and/or room. (e) The driver's license number of each person renting or leasing a space, booth and/or room and of each person selling and/or assisting in the selling of goods from that space, booth and/or room or if any such person does not have a valid driver's license and is sixteen (16) years of age or older, such person shall be required to present a personal identification certificate issued by the Texas Department of Public Safety and the number of such personal identification certificate shall be listed in the record required under this section. (f) The license plate number, make, model and color of the vehicle used by each person selling and/or assisting in the selling of goods from a space, booth and/or room.

The licensee shall maintain the records so described in a record book which has a carbon copy, the original being the Houston Police Department's copy and the carbon being for the licensee's records.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Title

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Title

**Section. 1-11. Application for permits, licenses, etc.**

(a) A license, permit or certificate issued pursuant to any code or ordinance of the city shall not be issued unless the applicant submits with the application the following declaration, pursuant to Texas Civil Practice and Remedies Code section 132.001:

My name is \_\_\_\_\_,  
(first, middle and last name),

My date of birth is \_\_\_\_\_, and My address is \_\_\_\_\_  
(street number)

\_\_\_\_\_, and \_\_\_\_\_.  
(street name, city, state, zip code) (country)

I have personal knowledge of the statements made in the application. None of the statements are misleading or false. I acknowledge that issuance of the license; permit or certificate does not excuse or approve any violation of deed restrictions or city, state, or federal laws or regulations. To the extent that this declaration is made on behalf of a corporation or any other legal entity or persons, I certify that I have fully advised them of the contents of the application and this declaration and that I am authorized to execute this declaration.

I declare under penalty of perjury that the foregoing is true and correct.

Executed in \_\_\_\_\_ County, State of \_\_\_\_\_, on the  
\_\_\_\_\_ day of \_\_\_\_\_,  
(month) (year)

\_\_\_\_\_  
Declarant

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