

# Norfolk Insider

City of Norfolk, NE

[www.ci.norfolk.ne.us](http://www.ci.norfolk.ne.us)

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## “New Vendors”

Unfamiliar vehicles, lawn signs advertising out-of-town businesses- they're a familiar sight after a hail or storm event. The City of Norfolk does what it can so that the vendors who come to a city after such an event are licensed to do the services they profess to provide.

City ordinances outline specific requirements for businesses that set up shop- even temporarily- in the City of Norfolk.

Before offering to do work in the City of Norfolk, vendors need to go to the City Clerk's office in the city's administration building to obtain a permit. The permit (found at [http://www.ci.norfolk.ne.us/administration/Forms/Vendor\\_Application\\_and\\_Permit.pdf](http://www.ci.norfolk.ne.us/administration/Forms/Vendor_Application_and_Permit.pdf)) asks for information that includes the vendor's name; proof of identity; local address while working in Norfolk; name and address of the president of company; contact information of local agent; state permit number; sales tax number; proof of bond; location of sale; proof of permission to use the location of sale; list of people who will be doing the work in the city; description of each vehicle to be used; and a U.S. Citizenship Attestation form.

According to Section 13-116 (<http://www.ci.norfolk.ne.us/citycode/chapters/Chapter%2013.htm>) of the city ordinances, temporary merchants can “not impair or impede the proper flow of traffic on public or private property.” Their activities can also “not unduly restrict parking spaces on public or private property” and their “permit(s) shall be displayed in a visible location and are required to show their permit to any customer or police officer upon request.”

Temporary vendors have to comply with all zoning setback requirements which mean that all signs or displays have to be at least 25 feet away from a curb or street.

“The ordinances are meant to protect our citizens as much as possible from unscrupulous businesses which unfortunately sometimes may come to town to take advantage of a bad situation. We do all we can to make sure these temporary businesses are acting in good faith with those who hire them to do work. Still, we ask that citizens do some research, ask for references, check with the Better Business Bureau and look carefully over any contracts before signing them,” said Trenton Howard, City of Norfolk Prevention Manager and Assistant Fire Chief.

He added that a home or business owner may want to ask the company how long they have been in business. Find out who will be at the site and who will be supervising the work. Is there a timeline on when the work will be finished? How about cleanup after the job is done? Do they guarantee their work?

“There are many vendors who come to Norfolk to do work after a disaster like the recent hail storm that hit Norfolk. Even though you may be in a hurry to get your house or vehicle repaired, take time to make sure you're working with a reputable business. Talk to your local shops or lumberyards. You absolutely won't regret it,” said Howard.