



Application for a Temporary Sidewalk Café License

Complete and submit this application for a new temporary Sidewalk Café License or a temporary extension of a Sidewalk Café License.

This application is for (Check all that apply): Temp Sidewalk Café Temp Sidewalk Café Extension

Applicant Information

Identify the name and license information of the business applying for a temporary Sidewalk Café License or a temporary extension of a Sidewalk Café License.

1

Name of Licensee _____

Business Name _____

Business Address _____

Commercial Activity License Number _____

Food Prep and Serving License Number _____

Operation Details

Section 2 must be completed for all applications.

2

- A. I have read and comply with the [Outdoor Dining Guidelines](#) Yes No
- B. Will the Sidewalk café extend in front of abutting properties? Yes No
- If "Yes", Section 4 of the application must be completed.
- C. Is construction proposed as part of the Sidewalk Café (e.g. tent, custom built structure)? Yes No
- If "Yes", Section 5 of the application must be completed.
- D. Business owner maintains general liability insurance policy, minimum \$1,000,000 Yes No
- E. Adjacent sidewalk is in good repair Yes No
- F. Arrangement of Tables and Chairs (check to confirm compliance):
- An ADA accessible pedestrian path, minimum 6 feet in width is provided Yes No
 - All tables are located a minimum of 10 feet from fire hydrants Yes No
 - All tables are located a minimum of 40 inches from Fire Dept connections Yes No
 - All tables are located a minimum of 2 feet from cellar doors Yes No
 - All tables are located a minimum of 15 feet from a transit stop Yes No
 - Tables and chairs do not obstruct pedestrian crosswalks or driveways Yes No

Details for Sidewalk Cafés

Section 3 must be completed for sidewalk cafés.

3

- A. Sidewalk width (minimum 10 feet required) _____ feet
- B. Arrangement of Tables and Chairs (check to confirm compliance): Yes No

Extension Information

Complete Section 4 only if you answered "Yes" to Section 2, Question B.

4

Address(es) of Abutting Property(ies): _____

- I have obtained written permission from the abutting property owner(s) to extend my sidewalk café onto the right of way in front of their property. I have included the [Owner's Authorization form](#) with this application.

Additional Approvals

Complete Section 5 only if you answered "Yes" to Section 2, Question C.

If a separate permit is required for the approval, that permit must be obtained prior to submitting this application.

5

If any **TENT** is proposed, identify which of the following best describes the tent:

Description	Additional Approvals / Submission Requirements
<input type="checkbox"/> 400 ft ² or less in area, unheated	The application must be accompanied by plans (site plan, architectural details and details of crash worthy barriers, if applicable)
<input type="checkbox"/> Larger than 400 ft ² in area, unheated	Requires a tent permit issued by L&I. A copy of that tent permit shall be submitted with this application.
<input type="checkbox"/> Heated Tent, regardless of size	

If any **OTHER STRUCTURE** is proposed, identify which of the following best describes the structure (check all that apply):

Description	Additional Approvals / Submission Requirements
<input type="checkbox"/> Rigid, overhead covering	A building permit issued by L&I is required. A copy of that building permit shall be submitted with this application.
<input type="checkbox"/> Walls over 4 feet in height	
<input type="checkbox"/> Other	The application must be accompanied by plans (site plan, architectural details)

If you selected "Other" describe the proposed construction: _____

Declaration & Signature

All provisions of the Philadelphia code and ordinances will be complied with, whether specified herein or not. hereby certify that the statements contained herein are true and correct to the best of my knowledge and belief. I further certify that I am authorized by the owner to make the foregoing application, and that, before I accept my license for which this application is made, the owner shall be aware of all conditions of the license. I understand that if I knowingly make any false statements herein, I am subject to such penalties as may be prescribed by law or ordinance.

Applicant Signature: _____ Date: _____