

## VENDING MACHINE COMMISSARY & WAREHOUSE LICENSE APPLICATION

Environmental Health Department  
Phone: 503.655.8384 - Fax: 503.742.5352

**Facility #** \_\_\_\_\_ (OFFICE USE ONLY)

**Facility:**

Name: \_\_\_\_\_ Telephone number: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Location: \_\_\_\_\_

**Applicant/Owner:**

Name: \_\_\_\_\_ Telephone number: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Email address: \_\_\_\_\_

**FEE SCHEDULE INFORMATION**

01-10 Units      \$37.00	41-50 Units      \$184.00	251-500 Units      \$812.00
11-20 Units      \$75.00	51-75 Units      \$223.00	501-750 Units      \$1108.00
21-30 Units      \$112.00	76-100 Units      \$295.00	751-1000 Units      \$1357.00
31-40 Units      \$148.00	101-250 Units      \$517.00	

WAREHOUSE LICENSE FEE = \$139.00  
COMMISSARY LICENSE FEE = \$369.00

NUMBER OF VENDING MACHINES _____	FEE AMOUNT ENCLOSED _____
WAREHOUSE LICENSE _____ (YES, NO)	FEE AMOUNT ENCLOSED _____
COMMISSARY LICENSE _____ (YES, NO)	FEE AMOUNT ENCLOSED _____
TOTAL FEE ENCLOSED _____	

**MAKE ALL CHECKS PAYABLE AND MAIL TO:      CLACKAMAS COUNTY PUBLIC HEALTH DIVISION  
2051 KAEN ROAD #367, OREGON CITY, OREGON 97045**

All licenses issued under this act shall terminate and be renewable on December 31, of each year. It is agreed that I will comply with the provisions of Chapter 624, Oregon Revised Statutes, and Administrative Rules of the Oregon Health Division pertaining thereto.

\_\_\_\_\_  
SIGNATURE OF APPLICANT & TITLE

\_\_\_\_\_  
DATE

**DO NOT WRITE IN THIS SPACE**

APPROVED BY: \_\_\_\_\_

DATE APPROVED: \_\_\_\_\_

REMARKS: \_\_\_\_\_

**\* SEE BACK OF THIS FORM FOR TYPES OF VENDING MACHINES REQUIRING LICENSURE**

## CLACKAMAS COUNTY VENDING MACHINE LICENSING REQUIREMENTS

### VENDING MACHINES REQUIRING LICENSURE:

- Those that dispense food into cups or containers such as: soft drinks, hot chocolate, coffee, soup, etc.
- Those that dispense perishable products such as: sandwiches, burritos, pizzas, milk.

### ITEMS THAT ARE LICENSE EXEMPT:

- Packaged** items including chips, candy, canned pop, juices and soups, ice cream and other frozen novelty desserts.
- Non-packaged** items such as: apples and other fruits, and other non-perishable

**NOTE:** A **commissary** or **warehouse** license is required to service licensable vending machines.