

Vending License Requirements City of Pittsburgh, 2026

- ☐ Basic Requirement
 - Obtain a Vending License through OneStopPGH
 - Fee: \$137 (includes technology fee)
 - Valid for 1 year
- ☐ Core Documents
 - Government-issued photo ID
 - City of Pittsburgh Tax Compliance Letter
 - * Must be the official issued letter (registration letter not accepted)
 - * Allow 5–10 business days for processing
- ☐ Business Registration
 - Email: registration@pittsburghpa.gov with New Business Registration Form
 - Or in person:
 - City of Pittsburgh
 - 414 Grant Street, Room 207
 - Pittsburgh, PA 15219
- ☐ Operational Information
 - Description of vending type (cart, truck, foot, etc.)
 - Description of goods being sold
 - Vehicle/equipment registration (if applicable)
 - Photos: front, rear, and interior (if applicable)
- ☐ Insurance Requirements
 - General liability insurance:
 - * \$1,000,000 per occurrence
 - * \$2,000,000 aggregate
 - Must list City of Pittsburgh as certificate holder:
 - City of Pittsburgh
 - PLI
 - 412 Blvd of the Allies, Floor 3
 - Pittsburgh, PA 15219

- ☐ Workers' Compensation
 - Required if employees are present
 - OR No-Employees Affidavit

- ☐ Food & Beverage Vendors
 - Allegheny County Health Department certificate required
 - Contact: 412-578-8044

- ☐ Fire Safety (Food Trucks with Cooking Equipment)
 - Email: christopher.skertich@pittsburghpa.gov to schedule an inspection
 - Required starting January 1, 2027
 - Optional inspections available prior

Important Notes

- All requirements must be met BEFORE a license is issued
- Incomplete or last-minute applications may not be processed in time for major events
- Location Permits (Vending Location Priority Permits) require additional documentation and review. Please allow 7-10 business days for processing of the location permit application.