

City of Pittsburgh
Department of Permits, Licenses, and Inspections
200 Ross Street, Room 320
Pittsburgh, PA 15219
(412) 255-2858

APPLICATION INSTRUCTIONS FOR A TICKET RESELLER LICENSE

Apply between 8:00 a.m. and 3:00 p.m.

The following items are required to process your application

1. You need two (2) current passport size (2" x 2") photos
2. Go to the City Finance Dept. (Room 207, City County Building, 2nd Floor, Telephone No. (412-255-2543) be sure your taxes or your employer's is current. If you do not have a Tax ID# you can obtain one there
3. You must bring a CHECK OR MONEY ORDER ONLY. ALL OUT-OF-STATE VENDORS MUST PAY BY MONEY ORDER ONLY (made payable to Treasurer, City of Pittsburgh) to pay for your license. WE DO NOT ACCEPT CASH or CREDIT/DEBIT CARDS
4. License expires 3 months or 1 year after issuance, depending on license type.

Note: Ticket resellers are not permitted to employ others on their behalf



CITY OF PITTSBURGH
DEPARTMENT OF PERMITS, LICENSES, AND INSPECTIONS

TICKET RESELLER LICENSE APPLICATION

New Application

Renewal Application

License Period (select one):

3 Months

1 Year

APPLICANT INFORMATION (Please print this section)

Name: _____ Phone: _____
Cell Phone: _____ E-Mail Address _____
Address: _____ City _____ State _____ Zip _____
City of Pittsburgh Tax ID #: _____ Taxes Current? _____

NATURE OF BUSINESS

Business Name (if applicable): _____
Type of Goods Sold or Rented (Be specific): TICKETS ONLY
Hours of Operation Requested: _____

HOLD HARMLESS CLAUSE

I agree to indemnify and hold the City of Pittsburgh, its officers and employees harmless against all claims, or damage to property or injury to persons, including attorney's fees which may be occasioned by any activity carried on under this license. I certify that I have received a copy of and understand the City of Pittsburgh Vending Ordinance.

Signature: _____ Date: _____, 20_____.

This section for city use only

ISSUE OF LICENSE

License # _____ Date Issued: _____, 20_____ By: _____ Expires: January 31, 20_____

_____ Date: _____