



Mobile Bicycle Vending

Interested in operating a mobile bicycle vending business in the city of Victoria? There are a few steps you need to know in order to ensure your opening day goes off without a hitch.

Starting your Business – Step by Step

1. Contact the Business Hub

While an optional step, contacting the Business Hub is a great way to start your business in the City. The Business Hub is a welcoming and collaborative first point of contact for business start-ups. The Business Ambassador can help you navigate the City's business processes, connect you to relevant agencies like the Vancouver Island Healthy Authority and direct you to other business resources.

Business Hub
bizhub@victoria.ca
 250.361.0629

Hours of Business:
 8:30 a.m. – 4:30 p.m., Monday to Friday

2 Register your Business

In order to start a business in the Province of BC, you will need to register your business with BC Registry Services.

www.bcbusinessregistry.ca

3 Apply for a Business Licence

All businesses in the City of Victoria are required to obtain a Business Licence. The fee for a Mobile Bicycle Vending Business Licence is \$100 and is valid until December 31, 2018.

Applications are available at the Public Service Counter on the first floor of City Hall, or through Business Licencing on the second floor, Monday to Friday from 8 a.m. to 4:30 p.m.

[On-line applications](#) are also available.

For inquires, please contact Business Licencing at businesslicence@victoria.ca

Required documentation needed prior to Business Licence approval:

- Photographs of bicycle
- Current insurance papers – liability required not less than \$2,000,000
- Valid Island Health approval and/or permit
- Valid government issued photo ID
- If using propane you will need to obtain a Certificate of Inspection from British Columbia Safety Authority and complete an inspection with the Victoria Fire Department

Approval from Island Health Authority

For additional information on Island Health Requirements:

Island Health Authority
 201–771 Vernon Avenue
 250.519.3643
eddie.fung@viha.ca

If all mandatory documents are submitted with the application form, approvals are expected no later than 10 days.

Operating your Mobile Bicycling Vending Business in the City

1. Familiar yourself with the [Motor Vehicle Act](#), [Streets and Traffic Bylaw](#) and [Parks Regulation Bylaw](#). These regulations describe the rules that govern the operation of bicycles on BC roads, City streets and parks.
2. Affix your bicycle decal to your bicycle. This will be provided to you once your Business Licence is approved.
3. Follow the Requirements as outlined in the Mobile Bicycle Vending Miscellaneous Amendments Bylaw, 2017.

FOR MORE INFORMATION:

We are here to help! If you have any questions please contact us at:

Business Hub Business Licencing
bizhub@victoria.ca businesslicence@victoria.ca
 250.361.0629

1 CENTENNIAL SQUARE, VICTORIA, BC V8W 1P6 | victoria.ca

Frequently Asked Questions

1. What products can I sell?

- a. Food, non-alcoholic beverages and flowers.

This program lends itself to ready-to-eat food that is not potentially hazardous and is produced in a licensed food establishment. Examples could include frozen treats such as ice cream and popsicles, beverages including juice, coffee or tea, baked goods and pre-assembled food such as sandwiches.

Tip: Not sure if your product is permitted? Check with Island Health Authority, to ensure your food, beverage or flower idea meets their requirements

2. Where can I operate?

- a. Mobile bicycle vendors can operate on all City streets and parks, except Beacon Hill Park where commercial activity is currently prohibited. Bicycle vendors can use [VicMap](#), the City's interactive mapping system to determine City boundaries, bicycle routes, parks and schools.

3. Where can't I operate?

- a. Non-city owned property, including popular tourist attractions such as the Ogden Point Breakwater and the Inner Harbour Causeway. Multi-use pathways in the City, including the Galloping Goose and the E&N Rail Trail are also not allowed as these are managed by the Capital Regional District. Lastly, vendors must adhere to the rules that govern bicycles in the City, which includes not riding on sidewalks and in plazas such as Centennial Square or Bastion Square.

4. Are there rules around schools and businesses?

- a. Mobile bicycle vendors must remain 100 metres away from a business selling a similar product and 30 metres away from a school.

Tip: Plan out your Route. An easy way to ensure you are meeting all the necessary requirements is to plan out your proposed route on VicMap, using the tools function to determine distances from nearby businesses and schools.

5. Are there rules around selling similar products in the vicinity of other businesses?

- a. Yes.

For example, a mobile bicycle vendor is parked less than 100 metres from a juice business.

Not allowed: The mobile bicycle vendor sells only juice. This food concept or theme is too similar to the juice business.

Allowed: The mobile vendor sells breakfast items (e.g. pastries) including juice. The juice menu item is the only similarity to the juice business.

6. How long can I operate?

- a. Between 7 a.m. – 10 p.m., 7 days a week. Remember, it's a requirement under the Motor Vehicle Act that all bicycles must have front and rear lights installed on their bike.

7. Can I advertise on my bike?

- a. Yes! But only for your business and if you do so the advertising must be integrated into your bike (i.e. no portable signs).

8. Can I have music?

- a. No amplified sound is allowed but you can install a bell on your bike to let customers know you're coming.

9. Does my bike have to be a certain size?

- a. No. We leave it up to you to determine the right bike to fit your needs.

10. Can I add an electric assist to my bike?

Yes, but the motor must be electric and have a total combined rated output of not more than 500 watts and be incapable of propelling the cycle at a speed greater than 32 km/h on level ground, without pedaling. The motor must be capable of being propelled by muscular power using the pedals, but it is not necessary to always be pedaling.

11. Can I take my bike to a special event?

- a. You can, but you will need to apply for a Special Event Permit and receive permission from the event organizer.

12. How long can I stop for?

- a. If you are hailed by a customer, you may stop for up to 60 minutes. The intent is for bicycle vendors to roam around the city selling their products as opposed to a stationary vendor who remains in a fixed location for a period of time.

13. How long is the pilot project?

- a. The pilot will end on December 31, 2018.

14. How much will a Business Licence cost?

- a. \$100

15. How long will it take to process my Business Licence application?

- a. If all required documents are submitted with the application form, approvals are expected no later than 10 days.