



VENTURE PORTLAND

HEALTHY BUSINESS PERMIT CHECKLIST

Use this non-exhaustive checklist to help plan your [Healthy Business Permit project](#).

Have you...

- Spoken to your business neighbors about your plans?
- Posted rules and procedures in-person and online about how customers can engage with your business? Do you have clear instructions on how to order curbside pickup, dine-in, etc?
- Followed [County guidelines](#) when designing the space?
- Adjusted staffing to properly meet County health guidelines?
- Found [street barriers](#) to use for your space?
- Considered plans for rain and/or extreme heat?
- Created a maintenance plan for furniture in the street? Will you bring it in everyday or leave it out overnight?
- Contacted your insurance carrier to purchase the appropriate [insurance coverage](#)?
- Thought about possible electrical needs outdoors?
- Posted clear rules about availability of your bathrooms? Are they open to the public or customers only?
- Trained staff on protocols and how to enforce them? Are you by appointment only or fully open?
- Considered providing free face masks to customers?
- Considered taking advantage of [discounted paint for street murals](#)?
- Accommodated both in-person and takeout customer needs? Consider [applying for 'takeout only' parking signs](#).
- Updated your social media, website and online review sites such as Yelp and Google with your new procedures?
- Posted parking, bicycle and transit directions to your business on your website?
- Have you finalized your 'map' of your outdoor space?
- [Have you filled out the application?](#)**