

Special Events/Sales Application

City of Gainesville

Applications may be *faxed* or *mailed* to the address listed below.

Code Enforcement Division 352-393-8575 or 334-5030 (phone)
 306 NE 6th Avenue Rm 130 352-334-2239 (fax)
 Gainesville, FL 32602-0490 www.gainesvillecodes.org

DATE:
Special Event Permit fee (effective 10/1/09):
\$52.50

Location of Sale:

Applicant (May be Individual or Firm):

Type of Organization: (Please Circle) Profit Non-Profit Please Provide Tax #

Name of Person In Charge: Contact Information:

Nature of Special Event :
 Phone #:
 Cell#
 Fax #:
 email :

Starting Date of Event: Ending Date of Event:

Type of Event/Sale	Check	Check List	Yes	No	
Promotional Sale (not to exceed 72 hrs)		Fire Works Sold			
Sale of seasonal, temporary goods, or non profit org. (not to exceed 30 days)		Alcohol Sold			
Special event/sale (not to exceed period of event) parades, festivals, home football games		Doors Obstructed			
Description of items to be sold:		Sidewalk Obstructed (must be setback 5' from sidewalk)			
		On Public Property			
		Trash Can - 30 Gallon or Larger (must be maintained/emptied by applicant/event organizer)			
		Temporary Building/Tent to be used (if yes building permit is required)			
		Temporary sign to be used (if yes sign permit is required)			
		Electrical lighting or wiring to be used (if yes temporary electric pole permit is required)			
			Please Circle		
			How many people do you expect to attend the event at a single time? (If greater than 50, please contact Gainesville Fire Rescue at 352-334-5065)	Under 50	Greater than 50

Signature of Applicant:

Questions related to building, electrical or sign permits should be directed to the City of Gainesville Building Department at 352-334-5050.

For Office Use Only

Approved by:	Date:
Code Enforcement Manager or Designee	
Traffic Engineer (if required)	
Planning (if required)	
Gainesville Fire/Rescue (if required)	
Gainesville Police Department (if required)	
Building Inspections Department (if required)	

Permit

By the power granted under Section 30-67(g) of the Land Development Code for the City of Gainesville, I hereby authorize a special event/sale as noted in the application above. This permit is valid for applicant's business only.

Authorized by:		Date:	
Received by:		Date:	