



Temporary Outdoor Exhibition Permit Application

Per Title 3 Chapter 17 of the city code, this application is required to regulate activities conducted on private or public property which are of temporary duration and are held entirely or partially out-of-doors. **Please submit this application at least 30 days prior to the event.**

APPLICANT INFORMATION **PLEASE COMPLETE ALL SECTIONS**

Applicant Name: _____
(First) (Middle) (Last)

Agency/Organization Name: _____

Address: _____

Email: _____ Daytime Phone: _____ Cell: _____

Date(s) of Activity: _____ Hours: _____

Type of Activity: _____

Location of Event: _____

Temporary Structures: _____
(Tents 200 sq. ft. or larger require a permit from the fire department. No charge with this permit).

Number of Parking Spaces Impacted: _____

Yes___ No___ Permission Granted by Property Owner _____

Yes___ No___ Is Public Property Involved: _____

Yes___ No___ Restroom Facilities Location: _____

Yes___ No___ Garbage/Recycling Arranged Through: City ___ or Property Owner ___

Yes___ No___ Electrical Needs and How Served: _____

Yes___ No___ Traffic Control Provisions Being Used: _____

Yes___ No___ Crowd Control Provisions Being Used: _____

Yes___ No___ Food and/or Drink Displayed for Dispensing: _____
Dept of Health licenses/permits must be collected and displayed at event.

Yes___ No___ Appropriate insurance certificates collected
(If on public property, must have \$2,000,000 general liability insurance listing the city of Farmington as additional insureds).

Provide sketch plan showing layout, including number of parking spaces used, vendor locations and other activity details.

I hereby certify that all statements made in this application are true and complete to the best of my knowledge. I understand that any misstatements or omissions of material facts may result in the disqualification or denial of the license. I authorize the city of Farmington to investigate the information and contact persons/organizations named on this application.

Applicant Signature: _____ Date: _____

Printed Name: _____

THIS SECTION FOR OFFICE USE ONLY

Date Application Received: _____

Date \$50 Fee Paid: _____

Comments:

Community Development: _____

Engineering (Traffic Control): _____

Public Works/Solid Waste: _____

Police: _____

Fire: _____

APPROVED

DISAPPROVED

City Administrator: _____

Date: _____