



**TEMPORARY OUTDOOR PROMOTIONAL
SALES PERMIT APPLICATION**

City of La Puente

15900 E. Main Street, La Puente, CA 91744 Telephone (626) 855-1500 Fax (626) 961-4626

Date: _____

Name of Applicant: _____

Name of Business: _____

Address of Business: _____

Telephone Number: _____

BUSINESS LICENSE #: _____ Expiration Date: _____

Name of Property Owner: _____

Telephone Number: _____

PURPOSE OF PERMIT

Grand Opening Seasonal Other

DATE OF SALE (may not exceed a total of thirty days in any one calendar year)

From: _____ to _____

CERTIFICATION

The undersigned hereby certifies that I am the property owner, business owner, or business manager of the above described property/premises and hereby file this application accompanied by a Permit Issuance Fee of \$57.00, and a cash bond of \$_____, to be deposited with the City of La Puente to guarantee the removal of promotional advertising upon the termination of the Permit time period.

Signature of Applicant _____ Date: _____

FOR CITY USE ONLY

TOPS No. _____

Cashier's Receipt No: _____

Received by: _____

Date: _____

Approved by: _____

Date: _____

Date for compliance inspection: _____

Inspected by: _____

Compliance date: _____

Bond refund approved by: _____

Date: _____

GENERAL INFORMATION
Temporary Outdoor Promotional Sales Permit

1. If the event involves a tent or similar structure which may affect the safety of visitors and/or participants, the applicant shall submit to the City evidence of insurance that will cover any and all claims for damage to persons or property. Such issuance shall be in a form and amount acceptable to the City's Risk Manager. The permittee shall deposit with the City at least \$100.00, as per City Council Resolution No. 3348 dated July 23, 1991, as a cash bond to guarantee the removal of the tent or structure. Said bond shall only be returned with the removal of the tent or structure and request in writing by the applicant.
2. The applicant shall submit a detailed plot plan showing the location of such promotional event and the area to be used for the display of merchandise and other appurtenances, apparatus or structures to be used in connection with such promotional event. The location of the event shall not unreasonably obstruct the movement of, or create a hazard to, vehicles and pedestrians on or over the premises upon which the merchandise is located.
3. The applicant shall demonstrate that adequate notice has been given to tenants and property owners that may be adversely affected by the configuration of the merchandise display and that they have been given the opportunity to register their position with the Community Development Department.
4. No more than two permits shall be issued in any one calendar year to the same applicant or the same location and there shall be an intervening period of at least 60 days between each event. Said permit(s) shall not exceed a total of thirty days in any one calendar year. The hours of operation of such promotional sale shall be the same as those hours of operation normally established by such business enterprise.
5. A permit fee in the amount of \$57.00, as per City Council Resolution No. 04-4423, shall be submitted with said plot plan.

I certify that I have read this application and I agree to comply with the City Ordinance regulating this Temporary Outdoor Promotional Sales Permit.

By _____
Signature of APPLICANT Date

By _____
Signature of PROPERTY OWNER Date