



BUSINESS PROMOTION APPLICATION

THIS SECTION RESERVED FOR OFFICE OF CITY CLERK

Application Fee Paid: \$50 Current Business Tax Receipt (BTR): Site Plan Reviewed By: _____

Alcohol License Discussed with Applicant: Yes N/A

Mobile Vending Form Provided: Yes N/A

*MPD Employment Request Form Provided: Yes N/A

Tent Form Provided: Yes N/A

**Must be submitted at least 30 days prior to event*

CHECK ALL THAT APPLY

- | | | |
|---|---|--|
| <input type="checkbox"/> Alcoholic Beverage Use | <input type="checkbox"/> Banner/Inflatable Sign | <input type="checkbox"/> Food |
| <input type="checkbox"/> Sound Amplification | <input type="checkbox"/> Temporary Electrical | <input type="checkbox"/> Temporary Restrooms |
| <input type="checkbox"/> Temporary Signs | <input type="checkbox"/> Temporary Structure | <input type="checkbox"/> Tent |

Applicant Name: _____

Business/Organization: _____

Address of Activity: _____

Telephone Number: _____ E-mail Address: _____
(During Business Hours)

Dates of Activity: _____

Time Activity Begins: _____ Time Activity Ends: _____

Estimated Attendance: _____

SIGNATURE

I, _____, certify that the information provided in this application is true and correct.

Signature of Applicant: _____

Date: _____

For electronic signatures:

I understand that checking this box constitutes my electronic signature as a legal signature.

REQUIRED ATTACHMENTS: SITE PLAN AND SUBMITTALS

The site plan may be hand drawn and it must include: north arrow; major streets; location of building and parking; location of all physical equipment related to the event (stage, vendors, booths, tents, banners, inflatable signs, temporary signs, portable toilets, fences, and vehicles); and location of temporary alcohol sales or distribution.