



APPLICATION FOR TEMPORARY OUTDOOR DISPLAY/ TENT SALE/ SIDE WALK SALE

Date of application: _____ Phone #: _____

Local business name: _____

Local business address: _____
Street Address City State/Zip

Owner of business: _____

Selling location: _____

Nature of sale being conducted: _____

Print name of applicant _____

Will a temporary sign be used? YES NO

NOTE: Applicant must submit a diagram of proposed site indicating existing or proposed signs, displays and any other structures that will be located at this site. (Diagram must include parking, curb cuts, setbacks, drives, and location of signs/displays)

STARTING DATE: _____ ENDING DATE: _____

Signature of Applicant

IF APPLICANT CHOOSES TO EXTEND TEMPORARY ELECTRICAL SERVICE TO THE OUTDOOR/TENT AREA, THEN AN ELECTRICAL PERMIT MUST BE OBTAINED AND THE ELECTRICAL INSPECTOR MUST BE CONTACTED FOR AN INSPECTION PRIOR TO THE OPENING OF THE EVENT

To Be Completed By Saginaw Charter Township Personnel

- _____ Flame Retardant Certification (Tent Permit)
- _____ Proposed layout site (See attached)
- _____ Permission from property owner
- _____ \$100.00 bond (**for tents only**) (code – CLEANUP)
- _____ \$25.00 fee (**for tents only** – see attached Operational Permit) (code – F-OPPER)

Approval/Denial

Planning Department: Initials: _____ Approved Denied

Comments: _____

Fire Department: Initials: _____ Approved Denied

Comments: _____

Supplement Outdoor Display / Tent / Sidewalk Sale

Please complete a sketch of the site that you wish to locate your outdoor display and or tent. The following information must be reflected in the sketch:

1. Nearest roads.
2. Location of all existing buildings.
3. Location of entrance and circulation drives and existing parking.
4. Indicate the location of the proposed display and/or tent area, measured from the center line of the road (s). Include footage.
5. Include directional arrow.
6. Include all forms of display to be used, i.e. tables, tents, signs, etc.

A large rectangular area with a dotted grid pattern, intended for a site sketch. The grid consists of 14 columns and 20 rows of small dots, providing a guide for drawing the site layout.