

**APPLICATION FOR SPECIAL EVENT SALE  
U-9 ONLY**

In accordance with Ordinance No. 1131.02, entitled "Permitted Uses", the undersigned agrees to cooperate with the Building & Community Development Department, for the purpose of issuing a special event sale permit to be located at \_\_\_\_\_. The undersigned further agrees to the following:

1132.02 (a)(5) Temporary special event sales held at a hotel provided that:

- A. Such special event sales shall be conducted solely in the common areas and meeting facilities of the hotel;
- B. No displays or sales associated with such special events shall take place in individual bedroom units; and
- C. A special event sale permit is obtained from the Safety Director and Building & Community Development Director prior to the event.

**BUILDING OWNER/AGENT:** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Contact Person: \_\_\_\_\_

**TENANT:** \_\_\_\_\_

(Prospective Recipient or Occupant)

Location of Request: \_\_\_\_\_

Phone: \_\_\_\_\_ Contact Person: \_\_\_\_\_

**DATE(S) OF PROPOSED SALE:** \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature of Tenant: \_\_\_\_\_

Date: \_\_\_\_\_

\*In case of EMERGENCY contact: \_\_\_\_\_

Phone: \_\_\_\_\_

**CLEARLY DEFINE, IN DETAIL, THE OPERATION OF THE SALE, USE GROUP CLASSIFICATION, ETC.:**

\_\_\_\_\_  
\_\_\_\_\_

Once approval obtained, an occupancy application MUST be completed and inspection shall be performed at the above address prior to issuance of occupancy permit and event being held.

\*\*\*\*\*

**FOR OFFICE USE ONLY**

X \_\_\_\_\_ Date: \_\_\_\_\_, 20\_\_\_\_ [ ] APPROVED [ ] DENIED  
Safety Director

X \_\_\_\_\_ Date: \_\_\_\_\_, 20\_\_\_\_ [ ] APPROVED [ ] DENIED  
Building & Community Development Director