

CITY OF WINTER GARDEN
OPEN-AIR SALES & LICENSE INFORMATION
(Goods & Merchandise ONLY, does not include food)

City Commission approval is required, which may be requested by completing the following: Complete this form and submit it to the Business Tax Clerk three (3) weeks prior to a regularly scheduled City Commission meeting in order to be placed on the City Commission agenda. Regular meetings are held the second and fourth Thursday of each month at 6:30 p.m. The applicant must also appear before the City Commission to provide any detailed information regarding the request.

Name/Address/Phone Number / Cell & fax number of applicant:

Name & Address of person or company for whom applicant is employed or represents:

- Dates and times of proposed sale

- Location the vendor will use (address & map must be attached)

- Name, address and phone number of the property owner

- Proof of property owner's permission must be attached

- A description of goods, wares or merchandise to be offered by the vendor

- Proof of current occupational license from where the business is headquartered must be attached.
- Proof of current insurance coverage of the vendor of \$1,000,000 liability insurance must be attached.
- After City Commission approval, you must obtain the Business Tax Receipt from the Local Business Tax Tech at the Building Department - 407-656-4111 x 2291. Providing all information has been provided, this may take up to two days to process. All requests will require payment be made by cash, cashier's check or money order ONLY.
Fees for this classification (91.a) are for **each** 15 days \$172.00
(91.b) or portion thereof (**no prorating**) \$114.66

BUILDING PERMIT APPLICATION IS REQUIRED FOR ANY TENT

After City Commission approval, you must obtain a Building Permit. Forms are available from the Bldg. Dept. at 110 Henderson Street or by calling (407) 656-4111 x 2245. Providing all the information is provided, with the application, this permit may take up to three (3) working days to process.

The issued license and/or permit must be maintained at all times at the approved location.

11/07/06