



CITY OF SANIBEL, FLORIDA
ANNUAL HOLIDAY SIDEWALK SALES
SPECIAL EVENTS PERMIT APPLICATION

PERMIT NO. _____

Please fill out and return to:
City of Sanibel, 800 Dunlop Road, Sanibel, FL 33957
Phone (239) 472-3700; FAX (239) 472-3065
Email questions to: admin@mysanibel.com

Calendar Year _____

Application must be submitted no later than 7 calendar days prior to the first holiday for which permit is being requested, accompanied by a \$50 non-refundable application fee. Applications will not be accepted later than 7 calendar days prior to the event.

Lee Co. Tax Parcel # _____

City of Sanibel Business Tax Receipt or Registration # _____

EVENT ADDRESS: _____

Name of shopping center or complex, if applicable: _____

BUSINESS NAME: _____

ADDRESS: _____ PHONE: _____

APPLICANT NAME: _____ PHONE: _____

CELL PHONE: _____ FAX: _____ EMAIL: _____

NAME OF CONTACT PERSON AND PHONE NUMBER AT THE EVENT:

TYPE OF EVENT/SPECIFIC ACTIVITIES: _____

TEMPORARY SIGN, SIGN TYPE, GRAPHICS & LOCATION: _____

OWNER OF PROPERTY: If the person/group applying for this permit is not the owner of the property, the property owner must sign this application. If the property owner is unavailable to sign the Special Event Permit, a letter of permission may be submitted with application.

Property Owner Signature

Print Name

Title

Will public right-of-way or other public property be utilized for parking? [] Yes [] No

Holiday Sidewalk Sales Special Event Permit is available to Sanibel Retailers holding a City of Sanibel Business Tax Receipt or Registration. A Holiday Sidewalk Sales Permit allows for the temporary display of sales racks and tables only. Amplified music, temporary structures such as a tent or chairs, outdoor performances or live music requires a standard Special Events Permit. Holiday Sidewalk Sales Special Event Permit allows for retail sidewalk sales only, conducted between the hours of 8:00 a.m. and 8:00 p.m. on the following dates:

- Martin Luther King, Jr. Day Weekend (3rd Monday of January & 2 days prior)
- February 14 – Valentine’s Day (2 days prior to and the day of)
- February 20 – President’s Day (1 day prior, day of, and 1 day after)
- March 17 – St. Patrick’s Day (1 day prior, day of, and 1 day after)
- Easter Weekend (Friday, Saturday and Sunday)
- Memorial Day Weekend (Saturday, Sunday and Monday)
- July 4th Independence Day (1 day prior, day of, and 1 day after)
- Labor Day Weekend (Saturday, Sunday and Monday)
- Columbus Day Weekend (2nd Monday of October & 2 days prior)
- Thanksgiving Holiday (Friday, Saturday and Sunday)
- Christmas Holiday (Weekend prior to and the week of December 25th)

It is understood by the applicant that this application is subject to review and approval by City staff and may be revoked at any time for non-compliance with rules, local ordinances, state statutes or if the event endangers the health, safety, or welfare of the public. The City reserves the right to cancel the event should any conflicts arise with scheduling, and will give reasonable notice to the applicant for the purpose of rescheduling. Conducting sales outside of the above dates is a violation of the permit and may be grounds for immediate revocation. It is further understood by the applicant that temporary structures other than sales racks, tables, etc., are not approved as part of the Holiday Sidewalk Sales Special Event Permit.

As applicant, I agree to abide by all conditions and requirements of the City of Sanibel and will comply with Chapter 110 of the Sanibel Code.

Signature: _____ Print Name: _____

--FOR CITY USE ONLY--

Comments/Limitations: _____

City Manager Approval

Date