



SEASONAL OR SPECIAL EVENT
TRANSIENT MERCHANT LICENSE
APPLICATION

\$15 PAYABLE BY CASH, CHECK OR CREDIT CARD

Customer Service
Center
90 E. Civic Center Dr.
Gilbert, AZ 85296
(480) 503-6700
www.gilbertaz.gov

A Seasonal or Special Event Transient Merchant License is issued over the counter. Please print and complete the application and bring it in with the appropriate documentation.

If you are applying for an Annual Transient Merchant Business License (good for all events over a 12-month period) or any other license type, please review the license applications at the following link: <https://www.gilbertaz.gov/business/business-registration-and-licensing>

Please check which license type this is for.

Seasonal Transient Merchant License for: OR Single Event Transient Merchant License
 Fireworks Sales **THIS IS ONLY FOR TOWN APPROVED**
 Pumpkin Sales **PERMITTED EVENTS**
 Christmas Tree Sales

OWNER INFORMATION - THIS IS THE LEGAL BUSINESS ENTITY (OR INDIVIDUAL OWNER) THAT OWNS THE BUSINESS, I.E. LLC

Legal Owner Name _____

Legal Owner Mailing Address _____

City _____ State _____ Zip _____

Phone Number _____ Email _____

Circle Type of Ownership:

Individual/Sole Proprietor* Corporation LLC Partnership Public Non-Profit

Individual, sole proprietorship or husband and wife businesses must complete a **Licensing Eligibility Form, provide picture ID and submit with this application*

BUSINESS INFORMATION

Business Name - DBA, Name on Signage, Name known to the Public: _____

AZ Sales Tax # _____ Exact Nature of Business _____

CONTACT INFORMATION FOR ONSITE RESPONSIBLE PARTY

Contact Name _____
Contact Phone _____
Contact E-mail _____

TOWN APPROVED EVENT INFORMATION – MUST BE COMPLETED FOR Single Event Transient Merchant License

Event Name: _____

Event Date(s) and Time(s): _____

Event Address: _____

Please list goods/service to be sold: _____

If selling perishable food items, you must include a copy of a current County Permit

If a vehicle is to be used you may need to apply for a Mobile Food Vending Licensing.
See <https://gilbertaz.seamlessdocs.com/f/MobileFoodVendor>

The Town wishes to notify all applicants of certain rights the applicant has related to the issuance of a license.

Arizona Revised Statutes, Chapter 7, Article 4

9-834. Prohibited acts by municipalities and employees; enforcement; notice

A. A municipality shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance or code. A general grant of authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition.

B. Unless specifically authorized, a municipality shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual permitting to the maximum extent practicable.

C. This section does not prohibit municipal flexibility to issue licenses or adopt ordinances or codes.

D. A municipality shall not request or initiate discussions with a person about waiving that person's rights.

E. This section may be enforced in a private civil action and relief may be awarded against a municipality. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against a municipality for a violation of this section.

F. A municipal employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the municipality's adopted personnel policy.

G. This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02.

I HEREBY CERTIFY THAT ALL ANSWERS AND INFORMATION ON THIS APPLICATION ARE TRUE AND CORRECT. ANY FALSE, MISLEADING OR INCOMPLETE INFORMATION CONSTITUTES GROUNDS FOR DENIAL OF THIS LICENSE.

OWNER

ONSITE RESPONSIBLE PARTY

Signature _____ Date _____

Printed Name _____