



776 Northeast 125th Street, P.O. Box 610850, North Miami, Florida 33161-0850

(305) 895-9820

TEMPORARY USE PERMIT APPLICATION

Application Requirements

Applicants will be required to submit the following for all temporary use requests at least 30 days prior to the event:

- A completed application signed by the applicant and the property owner (notarization required).
- A letter of intent thoroughly detailing the event, and including the dates and hours of operation.
- A check or money order in the amount of \$50 per day (for each day the event is being held).
- A copy of the survey of the property.
- Two site plans showing the location of all proposed outdoor activities, signage, and structures, including setbacks to nearest property lines. The plans or survey shall also show all existing parking spaces.

EVENT DATE: FROM _____ TO _____

HOURS OF OPERATION FROM _____ TO _____

ADDRESS OF EVENT _____

NAME OF APPLICANT _____

NAME OF BUSINESS _____

NAME OF BUSINESS OWNER _____

OWNER AFFIDAVIT

I, _____, being first duly sworn, depose and say that I am the legal owner of record of the property described and which is the subject of the proposed temporary use permit application, and that all statements and representations made are true and correct.

I understand the event may not be held until the temporary use permit is approved.

Signature of Property Owner

Signature of Applicant

ADMINISTERED OATH
SWORN TO & SUBSCRIBED BEFORE ME THIS
____ DAY OF _____, 20____.

ADMINISTERED OATH
SWORN TO & SUBSCRIBED BEFORE ME THIS
____ DAY OF _____, 20____.

Signature of NOTARY to Property Owner

Signature of NOTARY to Applicant/Proprietor

(Print, Type, or Stamp Commissioned Name)
Personally Known _____ or Produced I.D. _____
Type of I.D. produced _____

(Print, Type, or Stamp Commissioned Name)
Personally Known _____ or Produced I.D. _____
Type of I.D. produced _____
