



**CITY OF PORTLAND**  
**Permitting and Inspections Department**  
**Application for Sidewalk Sale Permit**  
**License valid from April 1<sup>st</sup> through November 15<sup>th</sup>**  
 Permit Fee: \$92

*Submit completed application at least 30 days prior to the start of the sale.*

You must submit proof of public liability insurance in the amount of \$400,000, naming the City of Portland as additional insured.

<b>Business Information</b>			
Business Name (d/b/a):		Phone:	
Business Location Address:			
Business Mailing Address:			
Contact Person:		Phone:	
Contact Person Email:			
Owner of Premises (Landlord):			
Address of Premises Owner:			

<b>About Your Sidewalk Sale</b>	
Describe the area of the sidewalk to be used:	
Describe merchandise/sale items to be placed on the sidewalk:	
Number of tables to be placed on sidewalk (No vehicles are allowed to park on City sidewalks):	
Dates of sale requested:	Time(s):
Special requirements (electricity/water hookup):	

Applicant, by signature below, agrees to abide by all laws, orders, ordinances, rules and regulations governing the above license and further agrees that any misstatement of material fact may result in refusal of license or revocation, if one has been granted. Applicant agrees that all taxes and accounts pertaining to the premises will be paid prior to issuance of the license.

It is understood that this and any application(s) shall become public record and the applicant(s) hereby waive(s) any rights to privacy with respect thereto.

Signature \_\_\_\_\_ Title \_\_\_\_\_  
 Date \_\_\_\_\_

*For more information, refer to the City Code of Ordinance Chapter 19, Peddlers and Solicitors, at: [www.portlandmaine.gov](http://www.portlandmaine.gov).*

**For Administrative Use Only**

Amount: \_\_\_\_\_  
 Date Paid: \_\_\_\_\_  
 CC \_\_\_\_\_ CA \_\_\_\_\_ CK \_\_\_\_\_

Request Date / Approval  
 Treasury: \_\_\_\_\_ / \_\_\_\_\_  
 PD: \_\_\_\_\_ / \_\_\_\_\_  
 Code Enf.: \_\_\_\_\_ / \_\_\_\_\_