



TEMPORARY USE APPLICATION

www.cityofmulberryfl.com

FAX (863)425-0188

FOR OFFICE USE ONLY

REQUEST NO: _____ DATE RECEIVED: _____

APPROVED ___ DENIED ___ (Reason for denial): _____

APPLICANTS PLEASE NOTE: Print or type responses completely and accurately. All maps submitted **must** be folded, **not** rolled.

APPLICANT NAME _____ PHONE _____ FAX _____

MAILING ADDRESS _____ () - _____ () - _____
Email

CONTACT PERSON (if different from applicant) _____ PHONE _____ FAX _____

MAILING ADDRESS _____ Email

1. **Specify** the type of use requested (refer to Section 202.14 for clarification):

- Food & Retail Stand (e.g. –vehicles, recreational vehicles, hot dog, barbeque, boiled peanuts .
- Produce Stand (e.g. - fruit, flower, firewood, craft, and fireworks stands)
- Meeting Place (e.g. - church revivals, congregations of people)
- Special Event (e.g. - fairs, carnivals, rodeos, vehicle auctions)
- Temporary Emergency Shelter
- Temporary Sign

2. **Provide** the 18 digit parcel ID numbers included in the request. This information may be obtained from the Polk County Property Appraiser’s office. List all 18 digit parcel ID numbers below:

Range	Township	Section	Subdivision #	Parcel #

NAME OF BUSINESS

PHYSICAL ADDRESS OF BUSINESS

LAND USE DISTRICT

3. How long is this temporary use proposed?

Start date: _____ End date: _____

4. What are the proposed hours of operation? _____

5. What is the proposed number of customers or event attendance per day? _____

6. Have there been any temporary uses on these properties within the past 12 months? Please describe:

7. Please describe the proposed temporary use to include the following, if applicable (include additional sheets if necessary):

- a. Description of temporary activities.
- b. Proposal for access and parking
- c. Surrounding uses and approximate distances
- d. Attach any proposed advertisement material and/or list any website in which temporary activities will be advertised.

TEMPORARY USE APPLICATION CHECKLIST

FOR A COMPLETE SUBMITTAL, AND ACCURATE SERVICE, PLEASE
PROVIDE THE FOLLOWING INFORMATION:

- Completed Temporary Use application
- An original notarized owner's authorization letter specifying the days allowed and the address and parcel number(s) of the property being used OR a copy of the property deed.
- Basic 8 ½ X 11 site plan showing the access to the property
- Flame retardant certificate for tent (if applicable)
- Proof of portable toilets (if applicable)
- DMV permit (if applicable) OR a copy of the concession trailer registration
- Check, cash, or money order payable to City of Mulberry in the amount of \$125.00. This is a non-refundable fee.

Please submit this application with all requested items attached and drop-off at the front desk. You can wait for the receipt or have it filed with the application.

Print