Promotional Event Permit Application

(Per Section 5.4.3 Promotional Events of the Unified Development Code)

Application Date: _____

1. Name of Organization/Business: _____

2. Please Print Your Full Name: _____ Contact Person: _____

   Mailing Address: _____ Phone # _____ Cell # _____

   City _____ State _____ Zip code _____

   Driver's License # _____ Name of Promotional Event: _____

3. Location of Promotional Event: _____

   __Required: An attached site plan, drawn to scale, or an aerial photograph__ illustrating the shopping center building footprints, parking spaces, drive isles, individual out buildings, etc. Also include any and all proposed Promotional Event storage area(s) for PROMOTIONAL equipment such as tents, tarpaulins, shade structures, vendor booths, generators, service vehicles, tractor/trailers, portable hand sinks, portable drinking fountains, portable restrooms, etc.

4. Will electrical power be required? ☐ Y ☐ N or On-site generators? ☐ Y ☐ N
   (If yes, a separate electrical permit and fee will be required. Please submit this together to avoid any delays to your event.)

5. Duration of Event: 16 or 32 day period

   From _____ / _____ / _____ to _____ / _____ /

   Note: A Promotional Event permit cannot be issued for more than 64 days per year.

6. Hours of Operation: From _____ A.M./P.M. To _____ A.M./P.M.

7. Will a tent over 400 sq. ft. be used? Yes ☐ or No ☐
   If yes, it must be flame spread certified and will require a Fire Marshall approval prior to issuance of the permit.

8. What good(s), if any, will be sold? _____

9. Admission fee, if any, will be charged to the public? .... $_____

10. Please select from the following: (Other fees may apply)

    Promotional Event with food involved .... _____

    Please Note: A separate Health Department permit will be required if food handling is part of the event.

    Promotional Event without food involved .... _____

(Additional Information required on the reverse side)

I hereby certify that the information provided above and in the attachments is true and accurate and the owner of the property is in agreement with this Promotional Event occurring on the property. I understand that any false information will render null and void any permit issued based on the information provided.

_____	_____	_____
Applicant's Signature	Property Owner's Signature	Property Owner's Phone#
_____	_____	_____
Applicant's Printed Name	Property Owner's Printed Signature	Today's Date

2406 Leopard St. Corpus Christi, TX 78408 | Phone: 361.826.3240 | Fax: 361.826.4375

This event __may__ require Fire and Health Department Approval prior to event opening if you have a tent or are selling food and/or drink. In many cases an Electrical Permit is also needed. Please discuss your needs with a permit clerk.

11. Promotional Events. Promotional Events, as defined in this Ordinance, shall be permitted in certain specified zoning districts provided the following special conditions are met and maintained:

_____ The Promotional Event shall be located on a paved surface or solid covered surface.

_____ The Promotional vent shall take place only on the premise of the shopping center or business, which is responsible for the Promotional Event.

_____ The facilities of a Promotional Event may occupy off-street parking spaces provided that no more than 25 percent of either the required off-street parking spaces of the shopping center or major business, or the actual off-street parking spaces provided on the premise shall be utilized for non-parking purposes.

_____ The facilities of a Promotional Event shall not be located closer than two hundred (200) feet to the nearest inhabited residential structure.

_____ The Promotional Event shall not be conducted after 12 midnight.

Promotional Events may incorporate the use of vendors, banners, or an inflatable balloon.   Refer to Section 5.4.3 G & H for banner and balloon conditions.

1.   *__Note: Banner(s) may not be located within the right-of-way or obstruct vehicular/pedestrian visibility triangles.__*

12. **Required Inspections:** *Applicant must request the following inspections once event is setup prior to the event(s)*

_____ Fire (361.826.3930) (Only if a tent over 400 sq. ft. is used)

_____ Zoning (361.826.3240) or via email at (InspectionRequests@cctexas.com)

_____ Public Health (361.851.7200) (Only if food and/or drink are sold)

_____ Electrical (361.826.3240) or via email at (InspectionRequests@cctexas.com)