



**CITY OF SANIBEL, FLORIDA**  
**ANNUAL HOLIDAY SIDEWALK SALES**  
**SPECIAL EVENTS PERMIT APPLICATION**

PERMIT NO. \_\_\_\_\_

Please fill out and return to:  
City of Sanibel, 800 Dunlop Road, Sanibel, FL 33957  
Phone (239) 472-3700; FAX (239) 472-3065  
Email questions to: tina.stanley@mysanibel.com

Calendar Year \_\_\_\_\_

**Application must be submitted no later than 7 calendar days prior to the first holiday for which permit is being requested, accompanied by a \$50 non-refundable application fee. Applications will not be accepted later than 7 calendar days prior to the first event date.**

Lee Co. Tax Parcel # \_\_\_\_\_

City of Sanibel Business Tax Receipt # \_\_\_\_\_

EVENT ADDRESS: \_\_\_\_\_

Name of shopping center or complex, if applicable: \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_

NAME OF CONTACT PERSON AND PHONE NUMBER AT THE EVENT:  
\_\_\_\_\_

TYPE OF EVENT/SPECIFIC ACTIVITIES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TEMPORARY SIGN, SIGN TYPE, GRAPHICS & LOCATION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OWNER OF PROPERTY: If the person/group applying for this permit is not the owner of the property, the property owner must sign this application. If the property owner is unavailable to sign the Special Event Permit, a letter of permission may be submitted with application.**

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

Will amplified music be played?  \*Yes  No

\*Applicant must adhere to Noise standards set forth in Sanibel Code Chapter 30, Article III.

Will public right-of-way or other public property be utilized for parking?  Yes  No

Will food and drink be served or sold?  Yes  No

Holiday Sidewalk Sales Special Event Permit is available to Sanibel Retailers with a City of Sanibel Business Tax Receipt. Holiday Sidewalk Sales Special Event Permit allows for retail sidewalk sales conducted between the hours of 8:00 a.m. and 8:00 p.m. on the following dates:

- Martin Luther King, Jr. Day Weekend (3<sup>rd</sup> Monday of January & 2 days prior)
- February 14 – Valentine’s Day (2 days prior to and the day of)
- February - President’s Day (2 days prior, and day of)
- March 17 – St. Patrick’s Day (1 day prior, day of, and 1 day after)
- Easter Weekend (Friday, Saturday and Sunday)
- Memorial Day Weekend (Saturday, Sunday and Monday)
- July 4<sup>th</sup> Independence Day (1 day prior, day of, and 1 day after)
- Labor Day Weekend (Saturday, Sunday and Monday)
- Columbus Day Weekend (2<sup>nd</sup> Monday of October & 2 days prior)
- Thanksgiving Holiday (Black Friday, Saturday and Sunday)
- Christmas Holiday (Weekend prior to and the week of, up to December 25<sup>th</sup>)

It is understood by the applicant that this application is subject to review and approval by City staff and may be revoked at any time for non-compliance with rules, local ordinances, state statutes or if the event endangers the health, safety, or welfare of the public. The City reserves the right to cancel the event should any conflicts arise with scheduling, and will give reasonable notice to the applicant for the purpose of rescheduling. Conducting sales outside of the above dates is a violation of the permit and may be grounds for immediate revocation. It is further understood by the applicant that temporary structures other than sales racks and tables are not approved as part of the Holiday Sidewalk Sales Special Event Permit.

As applicant, I agree to abide by all conditions and requirements of the City of Sanibel and will comply with Chapter 110 of the Sanibel Code.

Applicant Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

**--FOR CITY USE ONLY--**

Comments/Limitations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
City Manager Approval

\_\_\_\_\_  
Date