

**City of Montebello**  
Code Enforcement Division

Permit No. \_\_\_\_\_  
Date: \_\_\_\_\_  
Received by: \_\_\_\_\_

**Temporary Use Permit Application**

**FEES:**

Sidewalk /Parking Lot Sale..... \_\_\_\_\_  
Outdoor Event..... \_\_\_\_\_  
Carnival..... \_\_\_\_\_  
Circuses/Parades/Fairs per day..... \_\_\_\_\_  
Mechanical ride per day..... \_\_\_\_\_  
Tents per day (if over 20x20)..... \_\_\_\_\_  
Gatherings of more than 25 people per day..... \_\_\_\_\_  
Other..... \_\_\_\_\_

**TYPE OF PERMIT:** \_\_\_\_\_

**Business/Organization:** \_\_\_\_\_

**Bus./Org. Address:** \_\_\_\_\_

**Bus. Phone:** \_\_\_\_\_ **Bus. Fax:** \_\_\_\_\_

**Applicant's Name:** \_\_\_\_\_

**Applicant's Address:** \_\_\_\_\_

**Applicant's Phone:** \_\_\_\_\_ **Alt. Phone:** \_\_\_\_\_

**Location and Address of Activity:** \_\_\_\_\_

**Date(s) and Time(s) of Activity:** \_\_\_\_\_

**Description:** Describe in detail type of event, number of tents/canopies, booths, bleachers, rides, amusement devices, all other facilities and concessions, items of sale, and attendance estimate. **Please include a site plan.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Does Organization claim exemption under MMC, Sect. 5.04.060; Charitable Purposes of Organizations?

Yes \_\_\_\_\_ (Proof Required) No \_\_\_\_\_

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Approved by:

Code Enforcement: \_\_\_\_\_ Date: \_\_\_\_\_  
Fire Department: \_\_\_\_\_ Date: \_\_\_\_\_  
Police Department: \_\_\_\_\_ Date: \_\_\_\_\_  
Other: \_\_\_\_\_ Date: \_\_\_\_\_

**Conditions:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Temporary Use Permit Conditions

- Sales and/or displays may only be conducted on dates and time specified on application and permit.
- All sales and/or displays must be removed when the permit has expired.
- No items or decorations allowed on public property.
- All items must remain in designated area.
- Do not obstruct pedestrian walkway or any public right-of-way.
- All moving signs are prohibited (i.e. wind driven, human driven, or mascot(s)).  
\*Unless subject to approval\*
- Portable signs are prohibited.
- No yelling, shouting, or disturbing the peace and traffic.
- No audible material.  
\*Unless subject to approval\*

\*\*\*\*\*

**Please Note:  
Violation of these conditions or any other additional  
conditions given can result in an automatic citation.**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If we can be of further assistance to you, the Code Enforcement office is available Monday through Friday 7:30a.m. to 5:30p.m. at (323) 887-1490.