City of Palm Springs

Business License Division

3200 E. Tahquitz Canyon Way • Palm Springs, California 92262

Tel: (760) 323-8289 •Fax: (760)322-8344 • Web: www.palmsprings-ca.gov

REQUEST FOR TEMPORARY EVENT PERMIT

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

CITY _____ **ZIP** _____

BUSINESS PHONE: _____ **RESALE#**_____

OWNERS/OFFICERS: _____

_____

_____

EVENT LOCATION: _____

TYPE OF EVENT: _____

DATE(S) OF EVENT: _____

TIME OF DAY: _____

PLEASE RETURN THIS FORM ALONG WITH PAYMENT IN THE AMOUNT OF $_____ TO:

CITY OF PALM SPRINGS
ATTN: LOLA GOETZ
P.O. BOX 2743
PALM SPRINGS, CA 92263

PROMOTER FEE: $33.00 PER EVENT, PER DAY (4 or less vendors) OR
VENDORS: $8.25 PER VENDOR PER DAY (if more than 4 vendors)

- ✓ **NEED VENDOR NAME & RESALE # ON ATTACHED VENDOR LIST**
- ✓ **FULL AMOUNT PAID IN ONE CHECK BY PROMOTER OF EVENT TO CITY PRIOR TO EVENT.**
- ✓ **CALIFORNIA RESALE LICENSE REQUIRED FOR ANY VENDOR SELLING.**

TEMPORARY (GOOD FOR 30 DAYS) RESALE LICENSE IS AVAILABLE AT NO CHARGE FROM THE CALIFORNIA BOARD OF EQUALIZATION, 35-900 BOB HOPE DRIVE, SUITE# 280, RANCHO MIRAGE, CA 92270. PHONE: 760-770-4828, FAX: 760-770-6876

IF VENDOR IS A PALM SPRINGS MERCHANT: PROVIDE MERCHANT NAME AND BUSINESS LICENSE #

SPECIAL EVENTS VENDOR TEMPORARY EVENT SALES TAX PERMIT LIST

EVENT: _____ **DATE**_____

BUSINESS NAME	SALES TAX PERMIT#
1)	
2)	
3)	
4)	
5)	
6)	
7)	
8)	
9)	
10)	
11)	
12)	
13)	
14)	
15)	
16)	
17)	
18)	
19)	
20)	

IF VENDOR IS A PALM SPRINGS MERCHANT, PROVIDE MERCHANT NAME AND BUSINESS LICENSE #