



**SEMINOLE COUNTY PLANNING & DEVELOPMENT DIVISION**  
**1101 EAST FIRST STREET, SANFORD, FLORIDA 32771**  
**(407) 665-7371 PLANDESK@SEMINOLECOUNTYFL.GOV**  
*www.seminolecountyfl.gov*

## **OUTDOOR SALES OF MERCHANDISE**

### **REQUIRED ATTACHMENTS**

- Application
- Application fee (\$75)
- Narrative describing the event
- Survey/site plan showing the location(s) of all permanent and/or temporary structures, merchandise, sign(s), lighting, sanitation facilities, trash receptacles, parking plan and pedestrian circulation plan.
- Applicant Authorization Form, if applicable

### **INFORMATIONAL**

Events that propose barricading any street(s) will require a permit from the Public Works Division. They can be reached at (407) 665-5678.

### **DELIVERY METHODS**

Completed forms and all the above required attachments may be sent via:

- **E-mail:** [plandesk@seminolecountyfl.gov](mailto:plandesk@seminolecountyfl.gov)
- **Hand delivery:** Seminole County Planning & Development Division, West Wing, Second Floor, Room 2028, 1101 East First Street, Sanford, Florida 32771
- **Mail:** Seminole County Planning & Development Division, 1101 East First Street, Sanford, Florida 32771



SEMINOLE COUNTY  
 PLANNING & DEVELOPMENT DIVISION  
 1101 EAST FIRST STREET, ROOM 2028  
 SANFORD, FLORIDA 32771  
 (407) 665-7371 PLANDESK@SEMINOLECOUNTYFL.GOV

PROJ. #: \_\_\_\_\_

## OUTDOOR SALES OF MERCHANDISE

**MUST SUBMIT COMPLETED APPLICATION, FEE AND OTHER REQUIRED DOCUMENTS  
 NO LESS THAN FOURTEEN (14) DAYS PRIOR TO THE EVENT.**

### APPLICATION FEE

<input type="checkbox"/>	OUTDOOR SALES OF MERCANDISE	\$75.00
--------------------------	-----------------------------	---------

### EVENT INFORMATION

SALES EVENT NAME:			
LOCATION ADDRESS:			
LOCATION PARCEL ID #:			
DATE(S) & HOURS OF EVENT:			
ACREAGE OF PROPERTY:	ZONING:	# OF ATTENDEES/DAY:	SECURITY: <input type="checkbox"/> YES <input type="checkbox"/> NO

### PROPERTY OWNER

NAME:		COMPANY:	
ADDRESS:			
CITY:	STATE:	ZIP:	
PHONE:	EMAIL:		

### AUTHORIZED AGENT

NAME:		COMPANY:	
ADDRESS:			
CITY:	STATE:	ZIP:	
PHONE:	EMAIL:		

By my signature hereto, I do hereby certify that the information contained in this application is true and correct to the best of my knowledge, and understand that deliberate misrepresentation of such information will be grounds for denial or reversal of this application and / or revocation of any approval based upon this application. I also represent that I have the lawful right and authority to file this application.

\_\_\_\_\_  
**SIGNATURE OF OWNER/AUTHORIZED APPLICANT**

(Proof of owner's authorization is required with submittal if signed by agent)

\_\_\_\_\_  
**DATE**

**SEMINOLE COUNTY APPLICANT AUTHORIZATION FORM**  
**OUTDOOR SALES PERMIT**

An authorized applicant is defined as:

- The property owner of record; or
- An agent of said property owner (power of attorney to represent and bind the property owner must be submitted with the application); or
- Contract purchaser (a copy of a fully executed sales contract must be submitted with the application containing a clause or clauses allowing an application to be filed).

---

I, \_\_\_\_\_, the owner of record for the following described property

(Legal Description or Tax/Parcel ID Number) \_\_\_\_\_

hereby petition Seminole County Board of County Commissioners to grant an Outdoor Sales of Merchandise Permit and affirms that \_\_\_\_\_ is hereby designated to act as my authorized agent for the filing of the attached application and make binding statements and commitments regarding the request. I certify that I have examined the attached application and that all statements and diagrams submitted are true and accurate to the best of my knowledge. Further, I understand that this application, attachments, and fees become part of the Official Records of Seminole County, Florida and are not returnable.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
OWNER'S SIGNATURE

\_\_\_\_\_  
OWNER'S PRINTED NAME

**STATE OF FLORIDA**  
**COUNTY OF \_\_\_\_\_**

**SWORN TO AND SUBSCRIBED** before me, an officer duly authorized in the State of Florida to take acknowledgements, appeared \_\_\_\_\_ (property owner),  
 by means of physical presence or  online notarization; and  who is personally known to me, or  who has produced \_\_\_\_\_ as identification, and who executed the foregoing instrument and sworn an oath on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC