



Development Services
Department
90 E. Civic Center Dr.
Gilbert, AZ 85296
(480) 503-6700-Phone
(480) 497-4923-Fax
www.gilbertaz.gov

SEASONAL SALES CHECKLIST

1. A completed Transient Merchant Business License Application and fees payable in CASH OR CHECK ONLY in the amount of \$15.
2. A deposit in the amount of \$132 for debris cleaning will be required for those sales being held on vacant property and will be refunded upon written request upon inspection of the property at the completion of the sale.
3. BUSINESS LICENSE IS ISSUED OVER THE COUNTER AND MUST BE POSTED ON SITE AT ALL TIMES.
4. Unpaved lots are required to have a dust-proof surface (i.e. gravel, pavement, or chemical/organic stabilizer). For more information, please contact Environmental Services at 480.503.6422.
5. NO SMOKING SIGNS must be posted at all entrances to the site.
6. A maximum of two (2) signs (32 square feet in size) are allowed. No sign permit is required.
7. All tents, canopies and other membrane structures over 240 sq. ft. are required to obtain a Fire Department Permit 480-503-6352. You may obtain a permit application at the following web link: <http://www.gilbertaz.gov/eservices/fire/default.cfm#permits>
8. Anyone conducting sales of consumer fireworks is required to fill out a Fire Department Application 480-503-6352. You may obtain an application at the following web link: <http://www.gilbertaz.gov/eservices/fire/default.cfm#permits>
9. A minimum of one fire extinguisher rated 2A10BC is required on site.
10. Truck or trailer mounted generators will need an additional permit.
11. Sales may not occur prior to 30 days before the appropriate holiday. Lot must be cleaned and vacated, no later than 10 days after holiday, and must remain vacated for 14 days in between sales.
12. Please note: No trees or products of any kind and no signage is allowed to be placed in the town right-of-way. No offsite signage is allowed.