



# 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** \_\_\_\_\_

<b>BUSINESS NAME</b>	<b>SALES TAX PERMIT#</b>
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 #**