

CITY OF SPRINGFIELD, OREGON

225 FIFTH STREET • SPRINGFIELD, OR 97477 • PH: 541-726-3753 • FAX: 541-726-3689



FIREWORKS SALES LICENSE & CHRISTMAS TREE LOT LICENSE APPLICATION

APPLICATION FEE: \$50.40 per Fiscal Year (Includes a 5% technology fee)

All fees are non-refundable

BUSINESS INFORMATION

Name of Business:	License Type: <input type="checkbox"/> Fireworks <input type="checkbox"/> Christmas Tree
Address of Sale Location: (Required)	
Date(s) of Sale:	Hours of Operation:

BUSINESS OWNER AND CONTACT INFORMATION

Applicant's Full Name:	Date of Birth:	Phone Number:	
Residence Address: (No PO Box)	City:	State:	Zip:
Mailing Address: <input type="checkbox"/> Same as above	City:	State:	Zip:
Email Address:			
Federal and Tax ID#:	State of Oregon Registry #: (if applicable)		

ADDITIONAL INFORMATION

Is the Property Zoned: <input type="checkbox"/> CC – Community Commercial or <input type="checkbox"/> MRC – Major Retail Commercial
Will a sign be used: NO <input type="checkbox"/> YES <input type="checkbox"/> What size?
Will tents or other membrane structures be used: NO <input type="checkbox"/> YES <input type="checkbox"/>
Indicate size of the tent or membrane structure: A permit will be required for tent or other membrane structure over 1,500 sq. ft. Contact Fire Marshal's Office at 541-682-5411.

PROPERTY OWNER'S INFORMATION

Written permission to use property is required from the property owner, by signature of this form, I have authorized the applicant use of the property on dates indicated above.

Property Owner's Name:	Property Owner's Phone Number:
Property Owner's Mailing Address:	Property Owner's Email Address:
Signature of Property Owner:	Date Signed:

SIGNATURE AND INFORMATION

Please note that we require a minimum of two (2) week to process the application. Incomplete information will delay the review process.

The information provided on this form is true and complete to the best of my knowledge

Applicant's Name: (Please Print)	Date:
Applicant's Signature:	Phone Number:

Payment must be submitted with application. Make checks payable to: City of Springfield

Mailing Address: City of Springfield, Business Licensing, 225 Fifth Street, Springfield, OR 97477

The Business License year is July 1st through June 30th of each year (Fiscal Year). Applications during the business year are not pro-rated and are subject to the entire fee. A penalty of \$10.00 or ten percent of the license fee, whichever is greater, shall accrue for each month a business has operated without obtaining a business license. All Business Licenses are subject to a 5% technology fee. All fees are non-refundable and no license is transferable.