



# TEMPORARY USE PERMIT APPLICATION

110 W. Maddux St., Ste. 215, Branson, MO 65616, 417-337-8549/Fax 417-334-2391

Office Use Only	
Permit Number	
TU	
Date Applied	

## Property Information

Temporary Use 911 Property Address \_\_\_\_\_

Property Owner \_\_\_\_\_  Owner is applicant

Contact Name \_\_\_\_\_ Email \_\_\_\_\_

Mailing Address \_\_\_\_\_ Phone \_\_\_\_\_

## Applicant Information (if different from property owner)

Name \_\_\_\_\_ Email \_\_\_\_\_

Mailing Address \_\_\_\_\_ Phone \_\_\_\_\_

## Temporary Use Type / Fee (only one use per application)

Check **ONE** box that describes your Use Type and complete the attached worksheet.

Charitable Drop Box (\$5)	Construction Field Office/Storage Yard (\$50)	Farmer's Market (\$50)	Food Truck (\$50)
Outdoor Sales/Promotional Event (\$50)	Portable Storage Unit (\$5)	Public Event on Private Property (\$50)	Recycling Drop-Off Center (\$5)
Searchlights (\$5)	Seasonal Sale (\$50)	Temporary Office (\$5)	Temporary Vehicle Wash (\$5)

## Property Owner Permission

I give consent to the applicant to access the property identified above for the purpose described on this application.

\_\_\_\_\_  
 Property Owner/Authorized Agent Signature      Print Name      Date

## Applicant Acknowledgment

In signing this application for permit, the applicant acknowledges all information provided is complete and accurate. The applicant also agrees to abide by the regulations of the Branson Municipal Code.

\_\_\_\_\_  
 Applicant Signature      Print Name      Date

Office Use Only								
✓	Description	Comments			✓	Description	Comments	
	Zoning District					Site plan (attached)		
	Total cumulative days					Health Dept. permits (attached)		
	Occurrences per year					Operating rules (attached)		
	Active building permit	#				FAA approval (attached)		
	Active business license							
	Sign type	Qty.	Qty.	Qty.	Other Department(s) Notified	Fire	Utilities	PW
		Y:	B:	A:				

Approved       Denied

\_\_\_\_\_  
 Approved by      Date      Review time

City of Branson  
Temporary Use Permit Worksheet – Public Events

Office Use Only
Permit Number
TU

**Duration**

Temporary Use 911 Property Address \_\_\_\_\_

Public Event Name \_\_\_\_\_

1. Enter the date range of use.		
Start Date	End Date	Total Days
_____	to _____	= _____ (up to 5 days)

**Site Plan**

2. Attach a site plan that includes the required details below:

- Property 911 address
- Property lines, setbacks, and North arrow
- Temporary use location/area

**Additional Information**

3. The event will be sponsored by:

- Non-for-profit organization: Attach proof of organization classification
- For-profit organization: Is the event in a convention center?  No  Yes (min. 10,000 sq. ft.)

4. Expected number in attendance: \_\_\_\_\_

5. Sign(s): Banner sign quantity: \_\_\_\_\_ (max. 5) width \_\_\_\_\_ x height \_\_\_\_\_ = \_\_\_\_\_ sq. ft.

Yard sign quantity: \_\_\_\_\_ (max. 10) width \_\_\_\_\_ x height \_\_\_\_\_ = \_\_\_\_\_ sq. ft.

Provide a description of the location of each sign, (example: NE corner of Broadway and Main Street):

- Banner 1: \_\_\_\_\_
- Banner 2: \_\_\_\_\_
- Banner 3: \_\_\_\_\_
- Banner 4: \_\_\_\_\_
- Banner 5: \_\_\_\_\_
- Yard 1: \_\_\_\_\_
- Yard 2: \_\_\_\_\_
- Yard 3: \_\_\_\_\_
- Yard 4: \_\_\_\_\_
- Yard 5: \_\_\_\_\_
- Yard 6: \_\_\_\_\_
- Yard 7: \_\_\_\_\_
- Yard 8: \_\_\_\_\_
- Yard 9: \_\_\_\_\_
- Yard 10: \_\_\_\_\_