



# Garage Sale Permit Application

Permit No. \_\_\_\_\_

Official Use Only	
Cash	<input type="checkbox"/>
Check	<input type="checkbox"/> _____
Credit Card	<input type="checkbox"/> _____
Received	_____
Receipt No	_____
Date:	_____

**Address of Sale:** \_\_\_\_\_

**Owner of Property:** \_\_\_\_\_  
Name Phone #

**Mailing Address:** \_\_\_\_\_  
Street # City State Zip

**Email:** \_\_\_\_\_

**Date(s) Sale to be held (Limit of 3 consecutive days only):**

- Monday \_\_\_\_\_
- Tuesday \_\_\_\_\_
- Wednesday \_\_\_\_\_
- Thursday \_\_\_\_\_
- Friday \_\_\_\_\_
- Saturday \_\_\_\_\_
- Sunday \_\_\_\_\_

**Please Indicate the Dates**

**Fees (Non-Refundable)**

- Permit (includes 3 signs provided by City) \$10.00
- Additional Signs (Sign 1-4) \$ 1.50/per sign
- Each Additional Sign (5th or More) \$ 2.00/per sign
- Outside City Limits—Signs ONLY \$ 5.00/per sign

**Total number of Signs Requested:** \_\_\_\_\_

I have read and understand the guidelines on the reverse side of this application regulating garage sales. Further, I agree to file all necessary paperwork with the Oklahoma Tax Commission as required.

**Printed Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Do Not Write Below This Line For Official Use Only**

**Total No. of Permitted Sales at Listed Address (Limit 4 per year):** \_\_\_\_\_

APPROVED \_\_\_\_\_ 20\_\_\_\_\_

DENIED \_\_\_\_\_ 20\_\_\_\_\_

**REASON:** \_\_\_\_\_ **BY** \_\_\_\_\_

## GARAGE SALES POLICIES AND PROCEDURES

1. Residential sale shall mean any sale held, such as a garage, room, backyard, or patio sale, or any other type of general sale conducted from or on any premises not located in a zoning district which permits such sales, or goods or articles. This definition shall not include a situation where specific items are held out for sale and all advertisement of such sales specifically names the items to be sold. In any event, all sales of offers for sale, from any residence, of more than three (3) articles or items shall require a permit.
2. It shall be be unlawful for any person or organization to conduct more than four (4) sales during any one calendar year. (Jan—Dec)
3. Three (3) signs will be issued by the City per each application for advertising. If an applicant desires more than the three (3) signs that are issued, then the applicant may obtain additional approved signs issued by the City for a minimum charge as set by motion or resolution by the City Council. **No other devices used for the purpose of advertising or otherwise calling attention to residential sales shall be allowed for each residential sale licensed.**
4. Signs may be placed inside of the curb on the public easement of main and side streets, but must be a minimum of five (5) feet from all street signs.
5. Signs or other devices are not to be placed on utility poles, trees, culverts or bridges, or any other structure being part of the streets or the roadway.
6. No sign is to be posted more than TWENTY-FOUR (24) hours prior to the sale.
7. **All permitted garage sale signs must be removed within 48 hours of the last day of the garage sale. A fee, in the amount of \$5 per sign, will be assessed to the permitted applicant's City of Choctaw Utility Accounts for each sign retrieved by the City's Code Enforcement Officer.**
8. All signs will clearly state the, up to, three (3) dates of sale and permit number (by staff).
9. The license holder for any residential garage sale shall be responsible for collecting taxes from the proceeds of any such sale in accordance with state law, and submitting the appropriate sales tax report.
10. Please refer to the **City of Choctaw Code of Ordinance Part 9, Ch. 8** in Licensing and Business Regulations for more information on Garage Sale permit regulations.