

Instructions: 1) Type or print a separate form for each location. 2) Return hard copies to: Greenfield Community Development, 7325 W. Forest Home Ave Greenfield, WI 53220-3356 Email: alison.meyer@greenfieldwi.us	Temporary Use Permit Application
	Office Use Only Application No. _____ Tax Key No. _____ Date _____



EVENT NAME	EVENT DATE(S) (max 30 days)	
	TO	
EVENT ADDRESS (exact street address including ZIP code)	EVENT TIME(S)	
APPLICANT/CONTACT NAME	PHONE	EMAIL

APPLICANT ADDRESS (exact street address including ZIP code)

BRIEFLY DESCRIBE THE INTENDED TEMPORARY USE. A MAP IS REQUIRED TO ACCOMPANY THIS APPLICATION, IDENTIFYING THE EVENT LOCATION ON THE PROPERTY.

WILL THIS EVENT HAVE:		YES	NO	PLEASE PROVIDE DETAILS ON ALL "YES" ANSWERS
Plumbing:	Food and/or beverage vendors utilizing a water supply?			
	Portable restrooms, mobile showers, or other prefabricated plumbing systems served by water?			
	Hose connections of any kind?			
	Public or private hydrant connections?			
Building:	A tent or canopy?			
	A stage?			
Electrical:	A power or an electrical connection of any kind?			

For each category you answered "yes" to above, an inspection may be required.

IF THIS EVENT HAS:

Alcohol:	Please contact the City Clerks office at 414-329-5219 regarding licence requirements.
Food:	Please contact the Health Department at 414-329-5275 regarding permit requirements.
Signage:	A temporary Sign Permit is required from the Community Development Division.

FEES: Temporary Use Fee \$100.00 _____ Plumbing Inspection \$60.00 _____ Electrical Inspection \$60.00 _____ Building Inspection \$60.00 _____ TOTAL FEES _____ Payment can be made by cash, check or credit or debit card. If paying by credit or debit card, a 2.5% processing fee will be added to the total permit fee.	Office Use Only INITIAL INSPECTION APPOINTMENT: DATE _____ TIME _____ INITIAL AND DATE TO SIGN OFF UPON FINAL INSPECTION: ELECTRICAL _____ PLUMBING _____ BUILDING _____
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APPLICANT SIGNATURE	For Inspections, call Inspection Services at 414-329-5330 Temporary Use Inspection appointment is made after all building, plumbing & electrical work, if applicable, is completed.
PROPERTY OWNER SIGNATURE	
DATE	
Return completed application and event location map to Greenfield Community Development Division or email to alison.meyer@greenfieldwi.us	