



APPLICATION FOR SALES LICENSE

Fee: \$125

The undersigned hereby makes application under Subchapter 2 of the Municipal Code of the City of Des Moines, for a license to conduct the sale herein after describes, (check one):

- Going Out of Business** **Removal of Business** **Other**
 Fire or Water Damage **Bankruptcy**

Original Application - Renewal: 1. **2.** **3.**

Applicant _____ **Phone** _____

Address _____ **Zip Code** _____

Business Owner of Merchandise to be sold _____

Business Name _____ **Phone** _____

Business Address _____ **Zip Code** _____

Local Contact Person _____ **Phone** _____

Name and address of any person(s), who has contacted or agreed with the owner of the merchandise to be sold, to conduct or in any manner supervise the sale:

Name _____ **Address** _____

Name _____ **Address** _____

Description of the premise sale is to be held _____

Nature of Occupancy: Own **Lease** **Sub Lease**

Termination Date of Occupancy _____

Length of time proposed sale is to be conducted, subject to Sec. 30-31 of Municipal Code

A full and complete statement of the facts regarding the sale. In the case of a fire or water damage sale note the date of the fire or water damage. In the case of a going out of business sale note the reason for discontinuing the business on the premises. In case of a removal of business sale note the reason for discontinuing the business on the premises and the address of the new place of business, if any, where the applicant will continue to do business. In the case of a bankruptcy sale, note the court, and name in which the bankruptcy matter is pending and the date and place of sale of merchandise to applicant:

Type of advertising: Newspaper **Magazine** **Radio** **Television** **Other**

If radio, date(s) and times _____

If television, date(s) and times _____

Other advertising _____

Copy of proposed advertising attached? Yes **No**

Title of Sale _____

In what manner does title describe the sale _____

The cost, including freight, to the applicant of the merchandise to be sold _____

If the merchandise was purchased or acquired by the applicant for a lump sum or under circumstances which makes the listing of the cost price of each article or category impracticable, a statement shall be attached setting forth the total sum paid for such merchandise to each supplier and the circumstances concerning the purchase of same.

Statement attached: Yes _____ **No** _____

Applicant's Signature

Date

CLERK'S OFFICE USE ONLY

Receipt: _____