

**City Clerk's Office**  
**389 Congress Street, Room 203**  
**Portland, Maine 04101**  
**(207) 874-8557**

**Transient Sales Permit Application**  
**(City Code of Ordinance Chapter 19, Article III)**

Your name \_\_\_\_\_ Title: \_\_\_\_\_

Name of Business/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Contact person: \_\_\_\_\_ Title: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Local Phone: (207) \_\_\_\_\_

Email address: \_\_\_\_\_

Website: \_\_\_\_\_

Dates of activity: \_\_\_\_\_ to \_\_\_\_\_

Time frame of daily solicitation: \_\_\_\_\_

Number of workers/volunteers that will be in Portland \_\_\_\_\_

Cell phone number of person in charge while soliciting: \_\_\_\_\_

Area of Portland targeted: \_\_\_\_\_

Product(s) to be sold: \_\_\_\_\_

Does the award of this license benefit any City employee? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, list name(s) and department(s) \_\_\_\_\_

**A copy of the State of Maine Transient Sellers Permit must be furnished before a City Permit is issued.** City of Portland Permit fee is \$100.00. Payment made be made in cash, check, Visa or MasterCard credit. Checks payable to The City of Portland.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_