

Gun Barrel City – My Sale Permit Process

The instructions below are for “My Sales” only:

1. Complete the City of Gun Barrel City, Texas Special Event Form (p.3)
2. Complete the Permission from Business Form (p.4) or use My Sale Request form with written approval

Important Notes:

- Be advised that you cannot have booth sales after sunset in Gun Barrel City. Do not schedule booth sales after 6:00 PM.
- Please complete and turn in the City of Gun Barrel City, Texas Special event form with the Permission from Business form 7-14 days before your booth sale.
- Permit must be visible at all times while at a booth sale.
- You will NOT need to fill out an application for booth sales for the Gun Barrel City Walmart or Lowe’s (these are separate permits on texascookietime.org).
- Girl Scouts must be in uniform when at a booth sale and selling door to door.



City of Gun Barrel City, Texas

1716 W. Main St. Gun Barrel City, TX 75156
903-887-1087 Fax 903-887-6666

NOTE
TURN IN AT LEAST 4 DAYS BEFORE BOOTH SALE, AS THERE IS A 3-4 DAY TURNOVER! *

SPECIAL EVENT - NON PROFIT FUNDRAISER, OUTDOOR RETAIL SALES AND COMMERCIAL PROMOTIONS

Applicant/Sponsor: AISLINN O'NEILL
Onsite Representative: AISLINN O'NEILL
Business Name/Organization: GSNETX
Address: 6001 SUMMERSIDE DR., DALLAS, TX 75252
Telephone #: 972-349-2427 TX DL/ID Number:

TYPE OF EVENT: (Rummage Sale, Bake Sale, Car Wash, Play day, Car Show etc.)* (please detail)
BOOTH SALES - GIRL SCOUT COOKIES
LOCATION OF EVENT/SALE/PROMOTION**:
** NAME OF STORE & ADDRESS **

* SOME EVENTS THAT INCLUDE FOOD, MAY REQUIRE ADDITIONAL DOCUMENTATION DUE TO CHANGES IN STATE LAW** ANY EVENT HELD ON CITY PROPERTY WILL REQUIRE PROOF OF LIABILITY INSURANCE**

DATE(S): DATE(S) OF BOOTH SALE(S)
HOURS OF OPERATION: HOURS OF SALE(S)

TEMPORARY SIGNS? ** YES ___ NO ___
← WILL GIRLS BE HOLDING SIGNS?

LOCATION OF SIGNS:
NEXT TO TABLES / GIRLS HOLDING

** WRITTEN PERMISSION MUST BE SUBMITTED FROM OWNER/TENANT OF LOCATION **

THE NUMBER OF PARKING SPACES, IF ANY, TO BE ENCUMBERED BY THE PROPOSED OUTDOOR RETAIL SALE, PROMOTION OR SPECIAL EVENT:

- Outdoor retail sales, commercial promotions or special event shall:
(1) Not utilize or encumber more than 10% of any parking lot.
(2) Not obstruct or interfere with any fire lane, fire hydrant, access easement or any area necessary for proper traffic circulation within a parking lot.
(3) Not be located closer than 40 feet from any dedicated street right-of-way.
(4) Not be located closer than 300 feet from any residential district (Applies to outdoor retail sales or commercial promotion)
(5) Be limited to regularly established businesses located in a building at the site of the sale or promotion and to those products or services normally offered for sale by such business, or non-profit organizations.
(6) Any necessary building permits for structures and/or electrical devices may apply.
(7) Any such special event will be limited to two (2) per calendar year per location.
(8) Fire Safety, Health Certification and Liability Insurance requirements may apply.

I certify that everything is true and correct.
APPLICANT'S SIGNATURE: DATE:

In accordance with Ordinance 97-021, Section 111.16 & 0-2005-007, Section 112.16 (Special Event Permitting), Ordinance 97-022, Section 113.04 (Outdoor Retail Sales and Commercial Promotions) and Ordinance 98-033, Section 154.23 (Advertising Signs) of the Gun Barrel City Code of Ordinances. Other requirements may pertain to Cottage Food or any other Food Production or Sales. (HSC Chapter 437) THERE IS NO CHARGE FOR THIS PERMIT.

APPROVED BY: CITY MANAGER DATE:

* REMEMBER - ATTACH BUSINESS PERMISSION TO BACK OF THIS FORM - FROM LOCATION'S MANAGER *



City of Gun Barrel City, Texas

1716 W. Main St. Gun Barrel City, TX 75156

903-887-1087

Fax 903-887-6666

**SPECIAL EVENT – NON PROFIT FUNDRAISER, OUTDOOR
RETAIL SALES AND COMMERCIAL PROMOTIONS**

Applicant/Sponsor:		Onsite Representative:	
Business Name/Organization:			
Address:			
Telephone #:		TX DL/ID Number:	

TYPE OF EVENT: (Rummage Sale, Bake Sale, Car Wash, Play day, Car Show etc.)* (please detail)

LOCATION OF EVENT/SALE/PROMOTION:**

* SOME EVENTS THAT INCLUDE FOOD, MAY REQUIRE ADDITIONAL DOCUMENTATION DUE TO CHANGES IN STATE LAW** ANY EVENT HELD ON CITY PROPERTY WILL REQUIRE PROOF OF LIABILITY INSURANCE**

DATE(S):

HOURS OF OPERATION:

TEMPORARY SIGNS?*** YES NO

LOCATION OF SIGNS:

*** WRITTEN PERMISSION MUST BE SUBMITTED FROM OWNER/TENANT OF LOCATION **

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APPROVED BY: _____ **DATE:** _____

CITY MANAGER

Permission from Business Form

To whom it may concern,

I _____ of Girl Scout Troop _____,
have the permission from the management of _____ in Gun
Barrel City, TX, to sell Girl Scout Cookies on the premises of this location.

Signature of Troop Leader

Signature of Store Manager



Signature of GSNETX Council Member

