



APPLICATION FOR TEMPORARY OFF-SITE USED MOTOR VEHICLE SALES

Pursuant to Chapter 862 Battle Creek, MI Code of Ordinances
City of Battle Creek
Office of the City Clerk

Business Information

Business Name _____

Address _____

Phone Number _____ E-mail _____

Site Information

Address of location where sale is to be held (if no address, other identifiable description of location)

Date(s) of Sale _____

Applicant Information

Full Name _____

Phone Number _____ E-mail _____

Would you like your permit emailed to you? Yes No

I agree to operate the aforementioned business in compliance with the guidelines established pursuant to Chapter 862 of the Codified Ordinances of Battle Creek, Michigan.

Signature of Applicant

Date

This application must be submitted at least fourteen days prior to the sale
No more than four off-site sales per twelve month period is allowed and any temporary off-site sale shall not exceed six consecutive days per City Ordinance.

The following items are required to be submitted with the application:

- Evidence of State approval of a supplemental dealer license to conduct such sale
- Site Plan
- If located on private property, applicant must submit written permission from the property owner giving permission to locate on his or her property

FEE: NONE

Send completed application with required items to:

City of Battle Creek Clerk's Office
10 North Division Street, Room #111
Battle Creek, MI 49014
(269) 966-3348

FOR OFFICE USE ONLY

Please conduct your inspection and forward your recommendations to the Clerk's Office

Inspection Department Approved Denied Initials: _____

Comments: _____

Planning Department Approved Denied Initials: _____

Comments: _____