

Special Event Attachment G

Licensing Office
55 North Center Street
Mailing Address:
PO Box 1466
Mesa, Arizona 85211-1466
480-644-2316 Telephone
480-644-3999 Fax
www.cityofmesa.org



Entertainment/Vendors

Date of Application _____

License Application # _____

ENTERTAINMENT

Yes **No**
 Are there any musical entertainment features related to your event? Complete the following:

Number of stages _____

Number of performers/bands _____

Type of music _____

Please describe the sound equipment that will be used for your event _____

Yes **No**
 Will sound checks be conducted prior to the event?

If yes, Start time _____ Finish time _____

Yes **No**
 Will sound amplification be used?

If yes, Start time _____ Finish time _____

Yes **No**
 Will there be a contracted sound company on site?

If yes, who _____

Yes **No**
 Do your event plans include any casino games, bingo games or drawing opportunities?

If yes, describe _____

CONCESSIONAIRES/VENDORS

Yes No

 Will items or services be sold at your event? If yes, describe or attach a projected list of types of vendors. **Additionally, a vendor list, including vendor name, business name, and address must be submitted to licensing.enforcement@mesaaz.gov 2 weeks before and after the event.**

Yes No

 Will items or services sold at your event present unique liability issues (e.g. massage, animal rides, etc)?

If yes, describe _____

Yes No

 If food vendors are used, have provisions been made for grease disposal?

Describe _____

If you sell items at your event you will need to obtain a [Transaction Privilege Sales Tax License](#) with the City of Mesa Licensing Department 480-644-2316 and the [Arizona Department of Revenue](#) 602-542-4576.

If your vendors are selling items, each vendor will be required to have a [Transaction Privilege Sales Tax License](#) with the City of Mesa and the [Arizona Department of Revenue](#).

Food vendors must also be in compliance with the [Maricopa County Health Department](#) 602-506-6978.

The promoter/business is required to verify all vendors have obtained this licensing prior to the start of the event. Contact all of the above for forms.