



**AUCTION/ESTATE SALE PERMIT/APPLICATION**

CODE ENFORCEMENT DEPT · 1 GOVERNMENT CTR · BALLWIN MO 63011 · (636) 227-2129 · FAX (636) 207-2360

PERMIT # \_\_\_\_\_

FEE: \$50

AUCTION/SALE LOCATION: \_\_\_\_\_

DATE OF AUCTION/SALE: \_\_\_\_\_  
*(Cannot exceed three consecutive days including weekends & holidays)*

HOURS: *(Limited to 8:00 am to 5:00 pm)* \_\_\_\_\_

NAME OF ESTATE SALE COMPANY: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

NAME OF PROPERTY OWNER/LESSEE: \_\_\_\_\_

PHONE: \_\_\_\_\_

NUMBER OF AUCTIONS/SALES HELD AT THIS LOCATION IN THE PAST 12 MONTHS: \_\_\_\_\_

**CONDITIONS OF PERMIT**

1. Auction or sale of merchandise to be held only between the hours of 8:00 A.M. and 5:00 P.M. on the date specified in the application for license.
2. No sound amplification equipment is to be used except in a fully enclosed building.
3. The license is to be conspicuously posted on the property where it may be viewed from the street.
4. The property owner consents to the inspection of all merchandise offered for sale at the property on the date of the auction or sale of merchandise by an auctioneer, by fire, police, health and other City, County, or State of Missouri officials.
5. No auction or sale of merchandise has been made at this property location during the previous 30 days nor have there been two or more auctions or sales of merchandise at this location during the previous 12 months.
6. On the recommendation of the City, one side of the street may be required to be posted "**NO PARKING**" 2 hours prior to the event. **Please contact the Community Affairs Officer for signs at 636-227-9636.**
7. **Only** property belonging to the homeowner may be sold in the estate sale.

**PENALTY:** The penalty for conducting an auction or sale of merchandise without first obtaining a license is \$50.00 for the first offense, and \$200.00 for subsequent offenses, in addition to closing the auction.

<p><b>OFFICE USE ONLY</b></p>  <p>APPROVED BY _____</p>
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*Owner / Agent Signature*