



Mail Drop 552M  
 Dealer Licensing  
 Motor Vehicle Division  
 PO Box 2100  
 Phoenix AZ 85001-2100

## OFF-PREMISES PERMIT APPLICATION

38-1303 R02/15 azdot.gov

- Fee: \$25.00 each permit
- Application must be submitted **30 calendar days prior to event**
- Not to exceed 7 consecutive days for Off-Premises Display and Sale
- Not to exceed 10 consecutive days for other events

Permit Type (see permit definitions on next page)			
<input type="checkbox"/> Off-Premises Display and Sale	<input type="checkbox"/> Motor Vehicle Show		
<input type="checkbox"/> Off-Premises Exhibition	<input type="checkbox"/> Special Event (Motor Home)		
<input type="checkbox"/> Display and Sale of Motor Vehicles Sedona, Queen Creek, Apache Junction	<input type="checkbox"/> Exhibition and Sale of Recreational Vehicle		

Business Name		Dealer License Number	
Contact Person	Phone ( )	Fax ( )	
Street Address	City	State	Zip
			County

Event Name	Event Location		
Event Address	City	State	Zip
			County

Event Dates
From: To:

Franchise Products to be Displayed or Exhibited
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### Zoning Clearance Request

**Your Proposed Site Must Be In Compliance With Local Zoning Ordinances.**  
 This section must be completed by the city or county where your event will be held.

Issuance of the type of permit, at the location requested:

- Will be in compliance with existing zoning ordinances.
- Will not be in compliance with existing zoning ordinances.

Additional Stipulations Required for Compliance
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City/County Agency Name			
Agent Name	Title		
Agent Signature	Date	Phone ( )	

#### MVD Use Only

Amount	Method <input type="checkbox"/> Business Check <input type="checkbox"/> Cashiers Check <input type="checkbox"/> Money Order	Check Number	Accepted By
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### **Off-Premises Display And Sales**

A promotion or sale of motor vehicles sponsored by a licensed motor vehicle dealer, and that takes place at a location within the same county, but other than the licensee's established place of business.

### **Off-Premises Exhibition**

The exhibition of a motor vehicle, at a location within the same county, but other than the licensee's established place of business, at which no solicitation or sale occurs.

### **Display And Sale Of Motor Vehicles Permit (Special Circumstances)**

A licensed motor vehicle dealer may display and sell motor vehicles during a public event not to exceed 10 days in any one calendar year, outside of the county in an incorporated town whose boundaries include territory within two counties, and the dealer's established place of business is in one of the two counties (Queen Creek, Sedona, Apache Junction).

### **Motor Vehicle Show**

A motor vehicle show conducted by an Arizona franchised new car dealer association. The association may determine who exhibits and participates in the show and what vehicles are displayed.

### **Special Event (No solicitation or sale shall be made at a special event.)**

An exhibition of new motor homes by a motor vehicle dealer licensed to sell new motor homes or by an exhibitor, at a location in this state other than the licensee's established place of business. A special event shall not be held at the same location at which an off-premises exhibition or an off-premises display and sale are held.

### **Recreational Vehicle Off-Premises Exhibition And Sale**

A motor vehicle dealer who is licensed to sell only recreational vehicles and who is the only franchise for that line/make in the county in which the motor vehicle dealer is licensed, may exhibit and sell those recreational vehicles at a fair or similar public event in an adjacent county by permit, if a franchisee for that line/make is not licensed in the adjacent county.

### **Exhibitor**

A manufacturer of new motor homes that exhibits new motor homes at a special event. An exhibitor that does not have a licensed franchise dealer in this state may conduct a special event by permit. An exhibitor that has a franchised dealer in this state is limited to participating in a special event through the exhibitor's licensed dealer.

**CITY OR COUNTY ZONING OFFICES**  
Refer to your local telephone directory for other local offices.

#### **Phoenix**

Zoning Information & Planning  
200 W Washington St (2nd Floor)  
Phoenix, AZ Phone: 602-262-7131

#### **Chandler**

Development Services  
Development Services Building  
215 E Buffalo St  
Chandler, AZ Phone: 480-782-3000

#### **Tempe**

Community Development  
115 E 5th St (next to City Hall)  
Tempe, AZ Phone: 480-350-8331

#### **Mesa**

Development Services  
55 N Center St  
Mesa, AZ Phone: 480-644-2185

#### **Scottsdale**

Development Services  
7447 E Indian School Rd, Ste 100  
(SE Corner Indian School Rd and Drinkwater Blvd)  
Scottsdale, AZ Phone: 480-312-2500

#### **Glendale**

Development Services  
5850 W Glendale Ave (2nd floor)  
Glendale, AZ Phone: 623-930-2800