



CODE ENFORCEMENT OFFICE

CITY HALL

10300 TORRE AVENUE • CUPERTINO, CA 95014

TELEPHONE: (408) 777-3182 • FAX: (408) 868-6641

code@cupertino.org

Handbill Permit Application Information

Thank you for your interest in obtaining a handbill permit for use within the City of Cupertino. This permit allows the permit holder to go from place to place to distribute advertising handbills in Cupertino neighborhoods and business communities within the provisions of section 10.52 of the Cupertino Municipal Code.

Enclosed is a copy of this code for your convenience. Please review the code and become familiar with the requirements. Also, enclosed you will find instructions on how to apply for a handbill permit and a permit application. The handbill permit is valid for one year from the date it was issued and must be renewed annually.

Once again, thank you for considering doing business within the City of Cupertino. Should you have any questions, please do not hesitate to contact the Code Enforcement Office at (408) 777-3182.



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WEST VALLEY PATROL DIVISION
1601 S. DE ANZA BLVD. • CUPERTINO, CA 95014
TELEPHONE: (408) 777-3182 • FAX: (408) 868-6641
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Handbill Permit Application Instructions

The following are instructions on the process of obtaining a handbill permit. Please read carefully.

1. Complete the handbill permit application.
2. Call Code Enforcement at (408) 777-3182 to schedule an appointment to submit the application.
3. Submit in person, the completed application with a copy of the handbill being distributed.
4. After review of the permit application by the Code Enforcement staff, pay permit application fee and business license fee if applicable.
5. Processing time for the permit is usually 10 business days. Once the permit has been issued, handbill distribution may begin.

Handbill permit fee schedule

Handbill permit	\$ 123.58
Business license	<u>\$ 133.00</u>
Total	\$ 256.58
Annual permit renewal	\$ 61.79

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Handbill Permit Application

Business Information

Business Name _____ Telephone () _____

Business Address _____ City _____ Zip Code _____

Business Owner/Manager _____

Type of Business: For profit _____ Do you have a Cupertino business license? _____

If yes, please provide license number _____ expiration date _____

Not for profit _____ (please attach a copy of your IRS statement)

Applicant Information

Applicant Name _____

Home address _____
Last, First Middle City Zip Code

Mailing address _____ City Zip Code

Home telephone () _____ Business telephone () _____

Social security number _____ Date of birth _____

Drivers license number _____ State _____ Expiration date _____

Sex _____ Height _____ Weight _____ Hair color _____ Eye color _____

Relationship of permit applicant to business _____

1. Describe the exact nature of the business or program being advertised. _____

2. Provide a description of the goods sold and or services provided. _____

3. List any other cities where the applicant or business has held a valid handbill or solicitor permit. Please include the dates the permit was held. _____

4. Please provide the dates and times of when the handbill distribution will be conducted. _____

5. Will anyone else be distributing handbills under authorization of this permit. If so, how many? _____

Statement of Truth

I declare under penalty of perjury that the foregoing information is correct to the best of my knowledge:

Print Name _____ Title _____

Signature _____ Date _____