



**GARAGE, RUMMAGE, AND OCCASIONAL  
SALES PERMIT APPLICATION**

CSALE - \_\_\_\_\_

**Building Department**  
255 Mooney Dr.  
Bourbonnais, IL 60914  
815-937-3575 • Fax 815-937-3574  
[building@villageofbourbonnais.com](mailto:building@villageofbourbonnais.com)  
[villageofbourbonnais.com](http://villageofbourbonnais.com)

A Permit is required before any person holds or conducts sales of goods, wares, and merchandise owned by the occupier of the premises or owned by a group of persons having a sale commonly known as, among other things, a garage sale, an estate sale, a basement sale, a house sale, a yard sale, and a rummage sale, which sale is conducted on an infrequent basis on-premises.

APPLICANT NAME: \_\_\_\_\_

ORGANIZATION NAME (IF APPLICABLE): \_\_\_\_\_

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

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

EMAIL: \_\_\_\_\_ CELL #: \_\_\_\_\_

START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

- The permit shall be valid for not more than the dates indicated above and, in no instance, or more than four (4) consecutive days.
- No more than three (3) permits shall be issued on the same premises within any calendar year, limited to one (1) per month.
- The permit shall be posted on the premises in a conspicuous place to be readily seen by the public and Code Enforcement personnel.
- The Village has the right to enter premises that show evidence of a personal property sale for enforcement or inspection. The Village may close sale operations upon determining whether a violation of the Village Ordinance exists.
- Any signs displayed in connection with the sale authorized by this permit shall not be placed on village rights-of-way, parkways, utility poles, streetlight poles, traffic signs, and street signs according to Sec. 36-9-7 of the village's municipal code and are subject to removal and disposal.  
**All signs giving notice of the sale shall be removed no later than 9:00 PM the day the permit expires.**
- Applicant acknowledges that all fees must be paid before the sale date.

**THERE IS NO FEE FOR THE FIRST PERMIT IN A CALENDAR YEAR.**  
**ALL PERMITS AFTER ARE \$5.00 EACH**

Failure to obtain a permit may result in a fine of no less than \$25.00 and no more than \$500.00.

**ALL CHECKS/MONEY ORDERS ARE TO BE MADE PAYABLE TO THE VILLAGE OF BOURBONNAIS.  
APPLICANT MUST PAY AT THE VILLAGE OF BOURBONNAIS BUILDING DEPARTMENT  
255 MOONEY DRIVE DURING BUSINESS HOURS 7:00 AM – 3:30 PM.**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_