

CITY OF ALAMO HEIGHTS
ESTATE SALE PERMIT APPLICATION*

** This application applies to Estate Sales only (does not apply to garage sales)*

Estate Sale – defined in Sec. 10-64 as “A sale or auction, open or advertised to the public, conducted from or on a residential premises in any residential zone, for the purpose of selling, bartering, trading or otherwise disposing of tangible personal property belonging to a person who resided in the residence and is recently deceased.

Garage Sale – defined in Sec. 10-64 as “A sale, open or advertised to the public, conducted from or on a residential premises in any residential zone, for the purpose of selling, bartering, trading or otherwise disposing of tangible personal property.

1) Name of Applicant (must be the owner or tenant in possession of property at which sale will be held):

2) Name of agent of property owner or tenant if represented by agent:

3) Address of property at which sale will be held: _____

4) Phone number of applicant: _____

5) Address of agent of property owner or tenant: _____

6) Phone number of agent: _____

7) Hours of sale: _____

8) Start date of sale: _____ End date of sale: _____

9) Identification of signer of application: _____

ESTATE SALE REGULATIONS

ESTATE SALES SHALL NOT EXCEED THREE (3) DAYS IN DURATION AND SHALL NOT BE HELD ON SUNDAYS.

EACH RESIDENCE IS ALLOWED ONLY ONE (1) ESTATE SALE PER CALENDAR YEAR.

IT IS UNLAWFUL TO SELL ABUSABLE GLUE OR AEROSOL PAINT TO A PERSON UNDER EIGHTEEN (18) YEARS OLD. SUCH AN OFFENSE IS A FELONY.

ADVERTISING SIGNS:

SHALL NOT BE EXHIBITED MORE THAN TWO DAYS PRIOR TO THE SALE.

SHALL BE REMOVED AT THE EXPIRATION OF THE ESTATE SALE PERMIT.

SHALL BE LIMITED TO TWO (2) ON-PREMISE SIGNS THAT DO NOT EXCEED 4 SQ. FEET EACH.

MUST BE STAKED ON THE APPLICANT'S PRIVATE PROPERTY (NO CLOSER THAN FIVE (5) FEET TO THE FRONT OR SIDE PROPERTY LINES.)

DISPLAYED OR EXHIBITED PERSONAL PROPERTY:

MAY NOT BE CLOSER THAN FIVE (5) FEET TO THE FRONT OR SIDE PROPERTY LINE.

MUST BE OWNED, UTILIZED AND MAINTAINED BY AN INDIVIDUAL OR MEMBERS OF THE RESIDENCE AND ACQUIRED IN THE NORMAL COURSE OF LIVING IN OR MAINTAINING RESIDENCE.

PERSONAL PROPERTY MOVED FROM ANOTHER LOCATION TO THE SALE SITE OR PURCHASED FOR RESALE AT AN ESTATE SALE OR OBTAINED BY CONSIGNMENT FOR SALE AT AN ESTATE SALE IS PROHIBITED.

FOOD ITEMS SHOULD NOT BE SOLD UNDER AUTHORITY OF AN ESTATE SALE PERMIT.

ESTATE SALE PERMIT SHALL NOT BE TRANSFERABLE. PERMIT SIGN TO BE POSTED IN A VISIBLE LOCATION.

1) Will any personal property to be sold be brought in from any other location? Yes No

2) Will any personal property offered for sale be consignment property owned by anyone other than Applicant? Yes No _____

3) Will any personal property to be sold be property purchased elsewhere for resale at the estate sale? Yes No _____

4) Do you understand that signs advertising the estate sale may not be exhibited (a) more than two days prior to the sale, (b) be limited to two on-premise signs that do not exceed 4 square feet each, (c) be staked on the above described property no closer than five feet to the front or side property lines, and (d) not be attached to utility poles, street light standards or other public facilities? Yes No _____

5) Do you understand that personal property brought in from any other location to be sold at the estate sale described above is a violation of Sections 10-63 through 10-70 of the Alamo Heights City Code and the Alamo Heights Zoning Code? Yes No _____

6) Do you agree that you may not obtain another estate sale permit for two years if the permit issued hereunder is revoked for non-compliance with any of the Alamo Heights estate sale code requirements and Zoning Code requirements? Yes No _____

7) If you are an agent of the owner or tenant from whose property the estate sale will be conducted, have you made such owner or tenant aware of the contents of this application? Yes No _____

8) Do you authorize the City of Alamo Heights Building Official and/or Police Department to enter onto the property at which the estate sale is conducted and the residence located thereon without a search warrant to verify compliance with the estate sale regulations and this application? Yes No _____

9) Do you authorize the City of Alamo Heights Building Official and/or Police Department to revoke your estate sale permit and shut down your estate sale if any consignment or personal property from other locations is offered for sale at the Estate Sale described above? Yes No _____

10) What is the date of the last time an estate sale was held at this address? _____

THE REGULATIONS STATED HEREIN DO NOT ALL APPLY TO CHARITABLE OR BLOCK-WIDE GARAGE SALES.

IF THIS APPLICATION IS COMPLETED BY AN AUTHORIZED AGENT, (1) DOCUMENTATION EVIDENCING THE AGENCY APPOINTMENT MUST BE FURNISHED WITH THE APPLICATION, AND (2) A REFUNDABLE COMPLIANCE DEPOSIT OF \$500.00 MUST ACCOMPANY THE APPLICATION.

Signature of property owner, tenant
or authorized agent

Date

Printed name of above

SWORN TO AND SUBSCRIBED BEFORE ME by the said _____,
on this the ___ of _____, 20____; to certify which witness my hand and seal of office.

Notary Public for
the State of Texas

THIS APPLICATION IS EXECUTED SUBJECT TO THE PENALTIES OF PERJURY AND AGGRAVATED PERJURY BECAUSE IT IS A GOVERNMENTAL RECORD AS DEFINED IN SECTION 37.01 OF THE TEXAS PENAL CODE.