



PARK AND SWAP INFORMATION SHEET

- Applications are available in the Licensing Office at 55 N. Center Street, Mesa.
- | | |
|--------------------|-----------|
| Application Fee | \$ 100.00 |
| Licensing Fee | \$ 150.00 |
| Annual Renewal Fee | \$ 150.00 |
- Completed applications must be submitted to the Licensing Office by 5:30 p.m. Monday through Thursday, along with the required fees and the following documentation on all owners and/or officers of the corporation owning 10% or more of the business:
 - Check/money order made payable to the CITY OF MESA.
 - Copy of driver's license or government issued picture ID.
 - License Eligibility Form
- If you are engaging any activity subject to the City's Privilege Taxes, within the boundaries of the City of Mesa, you must apply for a Transaction Privilege Tax (TPT) License.

ALL FEES ARE NON-REFUNDABLE

**INCOMPLETE APPLICATIONS OR THOSE RECEIVED WITHOUT REQUIRED
SUPPLEMENTAL INFORMATION WILL NOT BE PROCESSED.**

55 North Center Street
PO Box 1466
Mesa Arizona 85211-1466
(480) 644-2316 Tel (480) 644-3999 Fax
website: www.mesaaz.gov/salestax
Office Hours: Monday - Thursday 7:00 a.m. – 6:00 p.m.

Licensing and Application Requirements House Bill 2212

The City wishes to notify all applicants of certain rights the applicant has related to the issuance of a license. The City shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule, ordinance or code. A general grant of authority does not constitute a basis for imposing a licensing requirement or condition unless the authority specifically authorizes the requirement or condition. Unless specifically authorized, the City shall avoid duplication of other laws that do not enhance regulatory clarity and shall avoid dual permitting to the maximum extent practicable, however this does not prohibit municipal flexibility to issue licenses or adopt ordinances or codes. The City shall not request or initiate discussions with a person about waiving that person's rights provided to them under Arizona Revised Statutes Title 9, Chapter 7, Article 4. The requirements of A.R.S. § 9-834 may be enforced in a private civil action and relief may be awarded against the City and the court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in such an action against a municipality. A City employee may not intentionally or knowingly violate A.R.S. § 9-834 and a violation of the statute is cause for disciplinary action or dismissal pursuant to City policy. The requirements of A.R.S. § 9-834 do not abrogate the immunity provided to the City or its employees by A.R.S. § 12-820.01 or § 12-820.02.

A.R.S. § 9-834. PROHIBITED ACTS BY MUNICIPALITIES AND EMPLOYEES; ENFORCEMENT; NOTICE

- A. A MUNICIPALITY SHALL NOT BASE A LICENSING DECISION IN WHOLE OR IN PART ON A LICENSING REQUIREMENT OR CONDITION THAT IS NOT SPECIFICALLY AUTHORIZED BY STATUTE, RULE, ORDINANCE OR CODE. A GENERAL GRANT OF AUTHORITY DOES NOT CONSTITUTE A BASIS FOR IMPOSING A LICENSING REQUIREMENT OR CONDITION UNLESS THE AUTHORITY SPECIFICALLY AUTHORIZES THE REQUIREMENT OR CONDITION.
- B. UNLESS SPECIFICALLY AUTHORIZED, A MUNICIPALITY SHALL AVOID DUPLICATION OF OTHER LAWS THAT DO NOT ENHANCE REGULATORY CLARITY AND SHALL AVOID DUAL PERMITTING TO THE MAXIMUM EXTENT PRACTICABLE.
- C. THIS SECTION DOES NOT PROHIBIT MUNICIPAL FLEXIBILITY TO ISSUE LICENSES OR ADOPT ORDINANCES OR CODES.
- D. A MUNICIPALITY SHALL NOT REQUEST OR INITIATE DISCUSSIONS WITH A PERSON ABOUT WAIVING THAT PERSON'S RIGHTS.
- E. THIS SECTION MAY BE ENFORCED IN A PRIVATE CIVIL ACTION AND RELIEF MAY BE AWARDED AGAINST A MUNICIPALITY. THE COURT MAY AWARD REASONABLE ATTORNEY FEES, DAMAGES AND ALL FEES ASSOCIATED WITH THE LICENSE APPLICATION TO A PARTY THAT PREVAILS IN AN ACTION AGAINST A MUNICIPALITY FOR A VIOLATION OF THIS SECTION.
- F. A MUNICIPAL EMPLOYEE MAY NOT INTENTIONALLY OR KNOWINGLY VIOLATE THIS SECTION. A VIOLATION OF THIS SECTION IS CAUSE FOR DISCIPLINARY ACTION OR DISMISSAL PURSUANT TO THE MUNICIPALITY'S ADOPTED PERSONNEL POLICY.
- G. THIS SECTION DOES NOT ABROGATE THE IMMUNITY PROVIDED BY SECTION 12-820.01 OR 12-820.02.
- H. A MUNICIPALITY SHALL PROMINENTLY PRINT THE PROVISIONS OF SUBSECTIONS A, B, C, D, E, F AND G OF THIS SECTION ON ALL LICENSE APPLICATIONS.
- I. THE LICENSING APPLICATION MAY BE IN EITHER PRINT OR ELECTRONIC FORMAT.

City of Mesa - Park and Swap License Application (Page two)

Applicant Name:

SECTION V. APPLICANT'S HOME ADDRESS HISTORY FOR PAST 5 YEARS

From	To	Complete Street Address	City, State, Zip
	Present		

SECTION VI. APPLICANT'S BUSINESS, OCCUPATION OR EMPLOYMENT HISTORY FOR PAST 5 YEARS

From	To	Business Name	City, State, Zip

SECTION VII. BACKGROUND INFORMATION - PLEASE READ CAREFULLY. IF NOT ANSWERED FULLY AND COMPLETELY IT COULD BE CAUSE FOR YOUR LICENSE REQUEST TO BE DENIED.

In the past 10 years, have you been convicted in a court of competent jurisdiction of a felony or misdemeanor?

Yes No

Date	Offense	Location of Conviction	Penalty Assessed

SECTION VIII SIGNATURE AND CERTIFICATION

IMPORTANT

I hereby certify that all answers and information on this application are true and correct. Any false, misleading, or incomplete information constitutes grounds for denial of this license.

I hereby give consent to the City of Mesa to investigate my background, including any police records or records of any kind or description. I hereby waive any claim or cause of action regarding the use of my background information or police record that I may have against the City of Mesa or its agents and employees, and against any other individual or agency disclosing or releasing background information to the City of Mesa. I also certify that I am familiar with the Code provisions governing the Park and Swap License.

Print Name	Signature	Date

For Office Use Only

Copy of Drivers
License



PARK AND SWAP LICENSE APPLICATION
SUPPLEMENTAL QUESTIONNAIRE
ADDITIONAL OWNERS AND OFFICERS OTHER THAN APPLICANT

SECTION I. OWNERS, OFFICERS, PARTNERS INFORMATION					
Applicant's Name		Last	First	M.	
Applicant's Home Address					
City, State, Zip					
Previous names by which you have been known and years those names were used.					
Title/Position at Park and Swap					
Social Security Number			Date of Birth day, month, year		
Place of Birth City, State, Country				Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female
Race	Color of Eyes	Weight	Height	Color of Hair	
SECTION II. RESIDENTIAL ADDRESSES FOR PAST 5 YEARS BEGINNING WITH PRESENT ADDRESS					
From	To	Complete Street Address		City, State	
	Present				
SECTION III. APPLICANT'S PREVIOUS BUSINESS, OCCUPATION OR EMPLOYMENT HISTORY FOR PAST 5 YEARS					
From	To	Business Name		City, State, Zip	

CITY OF MESA - PARK AND SWAP SUPPLEMENTAL QUESTIONNAIRE (Page two)

Applicant Name:

SECTION IV. BACKGROUND INFORMATION - PLEASE READ CAREFULLY. IF NOT ANSWERED FULLY AND COMPLETELY IT COULD BE CAUSE FOR YOUR LICENSE REQUEST TO BE DENIED.

In the past 10 years, have you been convicted in a court of competent jurisdiction of a felony or misdemeanor?

Yes No

Date	Offense	Location of Conviction	Penalty Assessed

SECTION V. SIGNATURE AND CERTIFICATION

IMPORTANT

I hereby certify that all answers and information on this application are true and correct. Any false, misleading, or incomplete information constitutes grounds for denial of this license.

I hereby give consent to the City of Mesa to investigate my background, including any police records or records of any kind or description. I hereby waive any claim or cause of action regarding the use of my background information or police record that I may have against the City of Mesa or its agents and employees, and against any other individual or agency disclosing or releasing background information to the City of Mesa. I also certify that I am familiar with the Code provisions governing the Park and Swap License.

Print Name	Signature	Date
------------	-----------	------

For Office Use Only

Copy of Drivers
License