



# City of Sparks - CityWorks Division

1675 East Prater Way Suite 107

Sparks, NV 89434

(Phone) 775 353-2306 (Fax) 775 353-2470

[PermitServices@cityofsparks.us](mailto:PermitServices@cityofsparks.us)

## TEMPORARY OFFICE TRAILER PERMIT APPLICATION

Permit Applications require 2 complete sets of plans (both must be Wet-Stamped)

Only complete applications can be accepted and processed. Please enter "N/A" in sections that do not apply.

Job Information	Contractor Information
Address:	Name:
Project Name:	Address:
Contract Amount or Estimated Valuation:	City, State, Zip:
24hr Contact Person Information	NV License #:
Name:	Sparks License #:
Address:	Office Phone:
Business Phone:	Cell Phone:
Cell Phone:	Email address:
Application for:	
<input type="checkbox"/> Construction Trailer	<input type="checkbox"/> Sales Office
	<input type="checkbox"/> Other
<input type="checkbox"/> Construction Yard, including Fence Permit	<input type="checkbox"/> Temporary Power
Estimated Duration of Placement	Project Permit #
Description of Proposal	

## PLAN SUBMITTAL REQUIREMENTS

*Additional information may be required. Please inquire at Permit Services or call 353.2306*

Site Plan		Landscape Plans Including Irrigation	
Parking Plan		Location of Temporary Power Pole	

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*By signing this application, I certify that the information provided is true and complete to the best of my knowledge and that I am authorized to submit this application for review.*

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Applicant Printed Name**

\_\_\_\_\_  
**Date Signed**