

**NEWSRACK PERMIT FEE AND
DEPOSIT WORKSHEET CHECKLIST**

All permits issued are subject to the following requirements:

- Liability Insurance (Name, City as additionally insured)
- City Business License

Inspection and Restoration Deposits

PERMIT FEE		RESTORATION DEPOSIT	
Base	Adjustment Factor	Base	Adjustment Factor
For the first newsrack, permit fee is \$55.00 Min.	\$5.50 per each additional newsrack	\$100.00 For the first newsrack	\$5.00 per each additional newsrack

* Total cost to be calculated as follows:

Permit Fee (Non-refundable) $\$55.00(1^{st}) + \$5.50 \times \text{No. of additional newsracks} = \underline{\hspace{2cm}}$

Repair, Maintenance, Removal $\$100.00 (1^{st}) + \$5.00 \times \text{No. of additional newsracks} = \underline{\hspace{2cm}}$

Calculate Fees to be Collected

TOTAL PAYMENT DUE _____

Customer Fees and Deposits Paid To Finance

Receipt With Fees Due _____

Permit Issued _____ Customer Name _____

**CITY OF SAN LEANDRO
APPLICATION FOR
NEWSRACK PERMIT**

Publication Name: _____

Frequency of Publication: _____

If the frequency of publication has not remained constant during the preceding six (6) months, attach a written explanation for the reasons for and the date of any change in frequency of publication, and a statement of intent to maintain current frequency of publication.

Applicant _____

Publication Street Address: _____

City

Zip Code

Telephone: _____

Area Code

Fax: _____

Area Code

Requested Number of Boxes You Would Like In That Pedmount: _____

Contact Information: *This should be the information of a person the Director of the Engineering and Transportation Department may notify or contact at any time concerning the applicant's newsrack boxes and whom the applicant authorizes to act on its behalf.*

For Office
Use Only

Name: _____

Telephone: _____ **Cell Phone:** _____

Pager No: _____

- INSURANCE CERTIFICATE**
- CITY BUSINESS LICENCE**
- PERMIT FEE OF \$55.00 PLUS \$5.50 PER BOX APPLIED FOR TOTAL ENCLOSED \$
(Also see additional fees outlined in Newsrack Deposit Worksheet)**
- Restoration Deposit \$100.00 + \$5.00 Per Box**

Locations of Newsracks:

Street Address: _____
No P.O. Box Numbers

Street Address: _____
No P.O. Box Number

For Office
Use Only

Locations of Newsracks:

Street Address: _____
No P.O. Box Numbers

Street Address: _____
No P.O. Box Numbers