



Guidelines for Non-Profit Sales

501(C)(3) Status Required

Carthage City Hall

812 W. Panola - 903.693.3868

1. Applicant must apply at City Hall to obtain permit at least 7 days prior to the date of event and be able to have proof of permission to be on business property by property owner.
2. Nonprofit organizations must provide proof of 501(c)3 status. If eligible, the organization will be exempt from a fee requirement.
3. This permit does not give permission to be in the state or city right-of-way. The owner of the business cannot give permission for anyone to be on a right-of-way. (behind utility poles)
4. If using downtown square, no more than **4 parking spaces** may be used for your fundraiser. All others should park off the square somewhere.
5. ABSOLUTELY NO CHILDREN UNDER AGE OF 18 MAY BE IN THE STREET AT ANY TIME. (HOLDING SIGNS, SELLING FOOD OR SHAKING CANS)
6. This permit is only good for the time and date listed on permit.
7. A separate set of guidelines is to be followed for cooking/serving food on the square.

The City issued permit must be present at all times during the fundraiser. If these guidelines are not followed, a City Official may terminate the fundraiser.