

Notice: Your electronic signature is considered a legal signature per state law.

By digitally signing the attached document(s), you are signifying your understanding that this is a legal document and your electronic signature is considered a **legal signature** per Maine state law. You are also signifying your intent on paying your fees by the selections below.

1. Once the complete application package has been received by us, and entered into the system
2. You will receive an e-mailed invoice from our office which signifies that your electronic permit application and corresponding paperwork have been entered, ready for payment, to begin the process.
3. You then have the following four (4) payment options:

- provide an on-line electronic check or credit/debit card (we accept American Express, Discover, VISA, and MasterCard) payment
- call the Inspections Office at (207) 874-8703 and speak to an administrative representative to provide a credit/debit card payment over the phone
- hand-deliver a payment method to the Inspections Office, Room 315, Portland City Hall
- deliver a payment method through the U.S. Postal Service, at the following address:

City of Portland
 Department of Permitting and Inspections
 389 Congress Street, Room 315
 Portland, Maine 04101

By signing below, I understand the review process starts only once my payment has been received. After all approvals have been met and completed, I will then be issued my permit and it will be sent via e-mail. *No work shall be started until I have received my permit.*

Applicant Signature: _____ Date: 05/24/2016

I have provided digital copies and sent them on: _____ Date: 05/24/2016

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means ie; a thumb drive or CD to the office.

389 Congress Street * Portland Maine 04101-3509 * Phone: (207) 874-8703 * Fax: (207) 874-8716
<http://www.portlandmaine.gov> * E-Mail: buildinginspections@portlandmaine.gov



Outdoor Dining Permit Application

If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Check all that apply: New Application for Outdoor Dining
 or Renewal Application for Outdoor Dining
 Application for dining on Private Property

Outdoor Dining in a Public Park If Renewal, are there changes to previous permit?
 Outdoor Dining in a Historic District Yes No
 Petition for Exception for Special Circumstances
 Liquor License required?
 City Clerk signature for liquor license approval: _____ *_____* Signature Field
 OR Pending Council Date: _____

Location Name & Address: The Drink Exchange 43 Wharf Street, Portland, ME 04101	Chart Block Lot 032 R00 4001
Owner Name: DREAM PORT 3 LLC 75 WOODLAND PARK DR TENAFLY NJ 07670	Total Square Footage of Proposed Outdoor Dining Area: ¹ 96'
Owner Phone #: (207) 772-1333	Fee: \$80 (Public-Annual) \$125 (Private 1X) Total Sq. Ft.: 96'
Applicant *must* be owner or lessee Name: The Drink Exchange, LLC	Sq. Ft. Fee: (sq ft x \$2) \$ 192.00 (sq ft x \$6 for public parks)