



401 South Main Street  
Anderson, SC 29624  
231-2200

## Encroachment Permit Application

Applicant's Name: \_\_\_\_\_

Applicant's Business Name and Location: \_\_\_\_\_

\_\_\_\_\_

Applicant's Business Phone Number: \_\_\_\_\_

Name, Address, Phone Number of Business Owner (if different from applicant):

\_\_\_\_\_

Name, Address, Email Address and Phone Number of Contact Person \_\_\_\_\_

\_\_\_\_\_

Specific Description of Requested Encroachment/s: \_\_\_\_\_

\_\_\_\_\_

Other Required Documentation (must be attached to application)

:

- Certificate of insurance naming the City of Anderson an additional insured
- Copy of scaled diagram showing the location of proposed encroachments, the lay-out, and dimensions of the existing public area and adjacent private property
- Copies of other required licenses used in the conduct of applicant's business
- Photographs, drawings, or manufacturer's brochures describing the appearance of proposed encroachments

**Hold Harmless Agreement:**

\_\_\_\_\_, its officers, employees and members shall, through the signing of this Agreement by an authorized party or agent, indemnify, hold harmless and defend the City of Anderson and its agents and employees from all suits and actions, including reasonable attorneys' fees and all costs of litigation and judgment of every name and description against the City as a result of loss, damage or injury to person or property by reason of any action or omission by \_\_\_\_\_, its agents or employees, for the encroachment as described below:

\_\_\_\_\_

I Hereby Certify That The Information Given Herein Is Correct And True:

\_\_\_\_\_ Applicant's Signature \_\_\_\_\_ Date

\_\_\_\_\_

**City Validation: All required documentation provided** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Encroachment Permit** \_\_\_\_\_ **Approved** \_\_\_\_\_ **Denied**

**Any Special Conditions Will Be Listed on Permit:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Validated by:** \_\_\_\_\_ **Date:** \_\_\_\_\_