



Donation Box Online Required Documents & Affidavit

Dear Donation Box Operator,

Please ensure that the required listed documents are attached to your online application.

Required Documents Attached to Online Application	Yes	No
Applicant's Government Identification or Driver's License		
Diagram of property depicting the placement of the donation box		
Signed Affidavit (rev 5/17/2024) from the property owner authorizing the placement of the donation box on the above property completely filled out.		
Proof the person signing the affidavit is the property owner <i>(Copy of their Articles of Incorporation, DBA, Assumed Name, Secretary of State Info or other Business Documents)</i>		

Thank you for your time and attention to this matter, we look forward to your assistance in keeping Grand Prairie safe and beautiful. Should you have any questions, please contact Code Compliance Officer Constance Reese at 972-237-8034, 215-370-6742 or creese@gptx.org.



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The State of _____

_____ County

Before me, the undersigned authority, personally appeared _____, affiant, known to me (or proved to me through a Texas identification or driver's license) to be the person whose name is subscribed below, who, being by me duly sworn, deposes as follows:

My name is _____. I am of sound mind, over eighteen years of age and capable of making this affidavit. In addition, I am personally acquainted with and have personal knowledge of the facts of this affidavit, and they are all true and correct.

I am the lawful owner of the real property located at _____, Grand Prairie, TX _____. I have actual care, custody, and control of the above referenced private property. I am authorized to act on behalf of said real property. My contact is listed as: address _____, phone number _____, and email address _____.

I hereby authorize **(Donation Box Operating Company's Name)** _____ to place a duly approved donation box on my property at the location named above. No more than _____ box(es) may be placed on my property by this company. I have been provided a method to contact the operator or the operator's representative twenty-four (24) hours a day/seven (7) days a week to ensure immediate attention to any donation box related issues.



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I further understand that as the owner of this real property, it is unlawful for me to authorize or allow any donation box to be placed on or remain on my real property without a valid permit decal issued by the City of Grand Prairie affixed to the box. I also understand that as the real property owner I share the responsibility along with the permit holder to maintain the real property free of trash, debris, broken glass, coat hangers, clothes, clothing accessories, outside storage, or excess donations. I understand that a contractual agreement between the permit holder and real property owner does not relieve either party of their legal responsibility to maintain the donation box and surrounding property in accordance with all applicable City of Grand Prairie codes. I understand that a permit, if any, granted for this application is limited only to the donation box and to the address described in this application. The granting of a permit for this application does not prohibit the conditions on the premises described in the application from being declared a nuisance and abated in accordance with the Grand Prairie Code of Ordinances or other applicable law. I affirm that I have legal authority to grant the placement of the donation box(es) on the real property that is the subject of this application.

Signed on this _____ day of _____, 20_____.

Affiant's Signature

Title

SUBSCRIBED AND SWORN TO BEFORE ME the undersigned notary public on the _____ day of _____, 20_____.

Notary Public in and for the State of _____

Print Name: _____

My Commission Expires: _____