

SIGN PERMIT APPLICATION

DATE _____

APPLICANT'S NAME: _____

ADDRESS: _____

PHONE #: _____

SIGN LOCATION (ADDRESS): _____

IS THE PROPOSED SIGN FOR A NEW BUSINESS OR OTHER NEW ESTABLISHMENT? _____

WILL THE PROPOSED SIGN REPLACE ANY SIGN? _____

IS THE PROPOSED SIGN A REFURBISHING OF A SIGN ALREADY IN PLACE? _____

DESCRIBE IN DETAIL THE LOCATION OF THE SIGN, BEING SPECIFIC AS TO WHERE THE SIGN WILL BE PLACED IN RELATION TO THE BUILDING, PROPERTY LINES, STREETS, PARKING AREAS, ETC. _____

DESCRIBE IN DETAIL THE TYPE AND PLACEMENT OF LIGHTING FOR THE SIGN, IF ANY: _____

MATERIALS FROM WHICH THE SIGN WILL BE MADE (INCLUDE COLORS TO BE USED): _____

OVERALL DIMENSION OF SIGN: _____

SIGN MESSAGE AND ITS DIMENSIONS: _____

TYPE OF LETTERING, COLOR, MATERIAL, ETC., OF SIGN MESSAGE: _____

ATTACH A SKETCH OF YOUR PROPOSED SIGN AND/OR GRAPHIC DRAWN TO SCALE, WHICH INCLUDES THE INFORMATION REQUESTED

SIGN ERECTOR'S NAME: _____

ADDRESS: _____ PHONE# _____

ATTACH PROOF OF BOND OR LIABILITY INSURANCE SUFFICIENT TO COVER POTENTIAL LOSSES DUE TO CONSTRUCTION MAINTENANCE, OR LOCATION FOR THE DURATION OF THE SIGN.

SIGN PERMIT FEES: \$ 15.00

SIGNATURE OF APPLICANT

SIGNATURE OF PROPERTY OWNER