



Sign Permit Application

Customer Name: _____ Date: _____

Business Name _____

Service Address: _____

Location of Sign: _____

Owner of Property where sign is located: _____

Please Circle all of the following that Apply:

- | | | |
|----------------------------------|---------------------------|-----------------------|
| Awning Sign | Marquis | Stanchion |
| Banner (See Below) | Menu/Sandwich | Trailer |
| Changeable Copy | Mural | Temporary (See Below) |
| Entrance/ Subdivision Entrance | Pole | Wall |
| Freestanding | Portable | Window |
| Hanging | Projecting | |
| Illuminated (<i>see below</i>) | Roof | |
| Monument | Special Event (See Below) | |

| |
|------------------|
| Location: |
| On-Premise |
| Off-Premise |

Illuminated: **External** **Internal**

Sign Materials: Metal/Aluminum/Plastic Sign Dimensions: _____ x _____

Pricing is \$5.00 a Square Foot

Banners - Two Types

A. Banner Business Identification Signs are for new businesses that need a temporary banner while coordinating the installation of permanent signs with a maximum of not to exceed ninety (90) days.

| | |
|--------------------|-------------------|
| Installation Date: | Valid for 90 days |
| Removal Date: | |

B. Banner Advertising/Promotional Signs are for temporarily advertising or promoting business or events that are affixed to a pole(s), wall, building surface, or similar structure and may be erected for a maximum of thirty (30) days per banner.

| | |
|--------------------|-------------------|
| Installation Date: | Valid for 30 days |
| Removal Date: | |

TEMPORARY

A temp sign permit shall only be issued per parcel not to exceed 2 permits (per parcel) within a 1-year period and said 2 permits must be at least 30 days apart.

| | | | |
|--------------------|--|-------------------|--|
| Permit 1 | | Permit 2 | |
| Installation Date: | | Installation Date | |
| Removal Date: | | Removal Date: | |

A temporary sign advertising special events must be removed within three (3) business days of the conclusion of the event.

| | |
|------------------------|----------------------|
| Special Event Date(s): | Name of Event: _____ |
| Installation Date: | |
| Removal Date: | |



Sign Permit Application

Customer Name: _____

Date: _____

Business Name _____

Service Address: _____

Location of Sign: _____

Collected with this Application: _____

The undersigned Applicant understands that this application is being provided under oath and that providing any false information herein may be punished as a crime. By filing this application, the

Applicant agrees to the above conditionals and covenants to follow same.

Banner (See Below)

Temporary (See Below)

Applicant Printed Name

Applicant Signature

Date

Special Event (See Below)

Mayor

Date

Chief of Police

Pricing is \$5.00 a Square Foot

Permit Issued By:

Date