Application Fee $50.00

SIGN
PERMIT APPLICATION

PART A IDENTIFICATION	
Owner Name	
Address	
Address location of the proposed sign(s)	
Contact Name of Owner	
Phone Number	**Email Address**

PART B DETAILED INFORMATION			
Number of Signs	**Sign Type** Wall ☐ Ground ☐ Monument ☐ Canopy ☐ Temporary ☐	**Electrical Information** Yes No Sign(s) be illuminated? ☐ ☐ Connect to existing outlet rectepacle? ☐ ☐ If not provide electrician name	**Sign Valuation**

PART C CHECK LIST AND APPLICANT INFORMATION		
Applicant		
Address		
City	**State**	**Zip Code**
Phone Number	**Email Address**	

Provide the Following Information:
Site Plan and elevation drawings of the proposed signs, showing the following formation: The location of the signs on the building or lot, clearance from the ground (state what kind of surface is below the sign, ie. grass, sidewalk, driveway, fire lane, exact wording to appear on the sign, letter height of each word on the sign, length of each word on the sign, overall dimensions of the sign, total wall length of the building or tenant space, total height of each sign and any existing signs on the building.

Owner's Certification: I certify that the information contained in this application and on any accompanying documents is true and that I have the permission of the property owner to perform the work herein described.

Applicant's Signature: X_____ Date:_____

FOR OFFICE USE ONLY		
Received by	**Date received**	**Permit fee paid**
Permit Number		**Approval Date**