



# 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) |                       |

<b>Location:</b>
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:	



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Business Name \_\_\_\_\_

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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)

Jay Chastain, Jr, Mayor Pro Tem

Date

Jeremy Parker, Chief of Police

*Pricing is \$5.00 a Square Foot*

Permit Issued By:

Date