



Application Date _____
OCC _____
SGN _____

Sign Permit Application

Please print clearly or type all information. Incomplete applications will not be processed.

1. SUBMIT 3 DRAWINGS WITH THIS APPLICATION SHOWING HOW THE SIGN IS TO BE ERECTED & WHERE IT IS TO BE PLACED.
2. SIGN DRAWINGS MUST INCLUDE DIMENSIONS OF THE SIGN, LETTERING AND BACKGROUND COLORS.
3. THE APPLICANT SHALL FURNISH AS PART OF THE APPLICATION, THE CONSENT OF THE OWNER(S), OR THE OWNER'S AGENT, GRANTING PERMISSION FOR THE PLACEMENT OF THE SIGN.

PROPERTY ADDRESS	Street Address including zip code Suite		
	Business owner/mgr		
APPLICANT INFORMATION	Applicant	Phone	
	Address	Zip Code	
INSTALLER OF SIGN	Company Name	Phone	
	Address	Zip Code	
PROPERTY OWNER	Name	Phone	
	Address	Zip Code	
SIGN INFORMATION	Wording on Sign:		
	Location of Sign:		
	Sign is (circle one): Permanent or Temporary		
	Type of sign (i.e. building, freestanding, leasing)		
	Style (channel letter, box sign)		
	Width	Height	Area of sign
	ft.	ft.	sq ft
	Number of faces	Color	
	Material	Height above grade	Setback from property line (if freestanding)
		ft.	ft.
Frontage of business	Is sign electric? (circle one)		
linear feet	Yes No Existing	(box sign only)	

I hereby certify that this application for a sign permit is made on authority of the property owner and that I am authorized to make application and act on behalf of the property owner with respect to this sign.

Printed Name: _____

Signature: _____