



TEMPORARY SIGN PERMIT APPLICATION

Site Address: _____

Map & Tax Lot Number: _____

Business Name: _____ Phone #: _____

Business Contact Person: _____ Email: _____

Property Owner: _____ Phone #: _____

Property Owner address: _____

DESCRIPTION OF TEMPORARY SIGN(S):

Installation Date: _____

Removal Date: _____

By signature, I state and agree that as owner or owners' agent I have carefully completed this application and hereby certify that all information herein is true and correct. I further agree and understand that:

- Individual banners and portable signs subject to this permit may not be larger than 60 square feet
- If the temporary sign(s) are not removed within the date specified, I will forfeit the deposit
- This permit can only be issued four (4) times per calendar year per address
- The banner removal inspection must be scheduled and completed on/before the removal date listed above
- If the banner removal inspection is approved on/before removal date this will start the deposit return process

Property Owner/Owners' Agent Signature: _____ Date: _____

Return deposit to (mailing address): _____

Temporary Sign Fees	
Each 30 day permit _____ (max 4) x \$116.00	\$
Deposit	\$116.00
Subtotal	\$
Administration Fee 10%	\$
Technology Fee 5%	\$
TOTAL PERMIT FEE	\$

OFFICE USE ONLY

DATE RECEIVED: _____ PERMIT NUMBER: _____