



TEMPORARY SIGN PERMIT APPLICATION - Business Signs

Please submit the following for City review and approval. Submittal of a complete application will ensure the timely processing of your temporary sign permit:

➔ **Sketch or Photo of Proposed Sign(s)** (shall include:)

- Dimensions of sign
- Sign message (design)
- Sign materials and type of support system

➔ **Type of Temporary Sign:**

- Yard Sign
- Electronic Sign
- Banner
- Flag
- Inflatable
- A-frame or sandwich sign
- Portable sign
- Other _____

➔ **Location of Temporary Sign:**

- Property lines & dimensions
- Location of all right-of-ways
- Location of proposed sign

➔ **Sign Display Dates:**

Start: _____ End: _____

PLEASE NOTE, COMMERCIALS ENTITIES ARE ALLOWED TEMPORARY SIGNAGE FOR UP TO THIRTY (30) DAYS DURING ONE (1) YEAR. THERE IS NO FEE FOR A TEMPORARY SIGN PERMIT.

Sign Specifications:

Height (of sign face):	Width (of sign face):	Total Square Feet (of sign face):

Business:
Owner/Contact:
Mailing Address:
City, State, Zip:
Phone Number:
Email: <input type="checkbox"/> Primary Contact

Applicant:
Contact:
Mailing Address:
City, State, Zip:
Phone Number:
Email: <input type="checkbox"/> Primary Contact

OFFICE USE ONLY:	Date Submitted:	Application Received By:
	Date Permit/s Issued:	