



Permit Number: \_\_\_\_\_

### Temporary Sign Permit Application Form

**Property Information** (Of Sign Location)

Parcel Number: \_\_\_\_\_

Address: \_\_\_\_\_

Legal Description: (Attach if Necessary) \_\_\_\_\_

**Applicant Information** (Please Print Clearly)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

**Owner Information** (If Different Than Above)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

**Sign Information**

Display Dates: From: \_\_\_\_\_ To: \_\_\_\_\_

Sign Size: Width: \_\_\_\_\_ x Height: \_\_\_\_\_ = \_\_\_\_\_ Square Feet

Lighted Sign: \_\_\_\_\_ Yes \_\_\_\_\_ No

**Fee Schedule**

Temporary Sign \$25.00 plus Deposit \$100.00 = **\$125.00 Total Due with Application**

I hereby certify the information I have furnished on this application is to the best of my knowledge true and correct. I also certify I am the owner or authorized agent for the above-mentioned property and all construction will conform to all existing state and local laws and will proceed in accordance with submitted plans. I am aware this permit can be revoked for just cause. Furthermore, I hereby agree that the City Official or designee may enter upon the property to perform needed inspections.

I understand the temporary sign deposit shall only be returned to me upon removal of the temporary sign by the date stated above. Should the sign remain in place after that date, I forfeit the deposit. Should further enforcement action be required, I understand I will be charged for the full cost of enforcement including, but not limited to, sign removal, staff time, and legal fees.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Office Use Only:

Name on Check: \_\_\_\_\_ Check Number: \_\_\_\_\_

Planning Department: \_\_\_\_\_ Date: \_\_\_\_\_