



TEMPORARY SIGN PERMIT

Date of Application: _____
 Applicant Name: _____
 Business Name: _____
 Business Address: _____
 Business Phone: _____ Alternate Phone: _____
 Address where Sign will be Erected: _____
 Position in Relation to Nearest Building: _____

Instructions:

1. Temporary sign application fee is \$25.00
2. Applications must be submitted to the City Clerk no less than 20 days prior to anticipate date of use.
3. The Quality of Life Officer shall render his decision on the application within 5 business days.
4. If application is incomplete, it will not be considered for approval.
5. Applicant may appeal any decision to the Zoning and Review Committee.
6. Banners shall not exceed 15 square feet in size.
7. Banners may be displayed for a maximum of 2 weeks at any given time, not to exceed 6 week in any calendar year.
8. No more than one banner may be displayed on any parcel at any time.

Description of Sign: _____

Size of Sign: _____

Number of Signs: _____

Length of Time of Display: _____
 (2 weeks from date of approval)

 Owners/Applicant Signature Date

Quality of Life Officer Signature: _____ Date: _____

| | | | |
|----------------------------|--|----------------------------|--|
| FOR OFFICE USE ONLY | | | |
| Payment Type: Check# _____ | | Cash _____ | |
| Money Order _____ | | Amount Paid | |
| | | \$ _____ | |
| Date of Payment _____ | | Payment Received By: _____ | |