

### Application for Sign Permit

Sign application is deemed incomplete unless all documents and fees are included with application. Sign Permits will be issued when application is approved and fees are paid, with a condition that a final inspection is completed after sign is erected. Final inspections of signs that require engineered approved and stamped drawings will require a letter from an engineer stating the signs were constructed and erected according to engineered approved and stamped drawings.

Date Received:		Permit Number:	
<b>A. Location of Proposed Sign Construction</b>			
Street address:		Zoned:	Unit number: Lot/con:
<b>The following documents must be included in duplicate with this application, if required:</b> <input type="checkbox"/> Survey/Site Plan to scale, with all measurements in metric indicating location of proposed signs, total frontage of property, all boundary lines, location of existing signage, all entrances and exits from buildings <input type="checkbox"/> Property Owners Letter of Permission <input type="checkbox"/> Newmarket Hydro Signoff (Ground, Billboard, Construction Info, and Development Signs) <input type="checkbox"/> Engineered approved and stamped drawings in detail drawn to scale including dimensions, sign area (Ground, Fascia, Projecting, Construction Info, Development and Billboard Signs) <input type="checkbox"/> MTO Signoff (Billboards within 400m of 404 property)			
<b>*More information may be required by the Officer to ensure compliance</b>			
<b>B. Applicant Information</b>			
Applicant is:		<input type="checkbox"/> Business Owner <input type="checkbox"/> Authorized agent of owner	
Last name:		First name:	Company:
Street address:		Unit number:	Lot/con:
Municipality:	Postal code:	Province:	e-mail:
Telephone number: (    )	Fax (    )	Cell number (    )	
<b>C. Business Information</b>			
Last name:		First name:	Company:
Street address:		Unit number:	Lot/con:
Municipality:	Postal code:	Province:	e-mail:
Telephone number: (    )	Fax (    )	Cell number (    )	
<b>D. Sign Company Information</b>			
Last name:		First name:	Company:
Street address:		Unit number:	Lot/con:
Municipality:	Postal code:	Province:	e-mail:
Telephone number: (    )	Fax (    )	Cell number (    )	
<b>E. Type of Sign</b>			
<input type="checkbox"/> Fascia Sign <input type="checkbox"/> Ground Sign <input type="checkbox"/> Mobile Sign <input type="checkbox"/> Portable Sign <input type="checkbox"/> New Home Development Sign <input type="checkbox"/> Billboard Sign <input type="checkbox"/> Projecting Sign <input type="checkbox"/> Banner Sign <input type="checkbox"/> Inflatable Sign <input type="checkbox"/> Development Sign <input type="checkbox"/> Hoarding Sign <input type="checkbox"/> Construction Info. Sign <input type="checkbox"/> Temporary Sign (non-profit - Fee waived)			
Period applied for: from: _____ to: _____			
Comments: _____			
<b>F. Declaration of Applicant</b>			
I _____ (print name) _____ certify that:			
1. The information contained in this application, any attached plans, drawings, specifications and/or other attached documentation is true to the best of my knowledge. 2. I have authority to bind the corporation or partnership (if applicable). 3. I understand that an inspection must be completed by the Town of the footings to verify the depth. (if applicable). 4. I understand that a final inspection of the proposed sign must be completed once the sign has been constructed or erected.			
Date _____		Signature of Applicant _____	
<b>OFFICE USE ONLY</b>			
Application approval date:		Approved by:	
Sign permit fees:		Sign permit issued: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Total:		Account number: 26112.7598	