

# Application to Install a Sign



For use by Principal Authority			
Application number:		Permit Number:	
Date Received:		Roll Number:	

## Project Information

Address:		Unit number:	
Municipality:	Postal Code:	Plan number:	
Project value:		Area of work:	
Does the proposed sign pertain to one or more new / existing business(es) on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If Yes, please provide name(s) of business(es):			
Are there any other signs present on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If Yes, numer of existing ground signs:		Total number of existing signs	

## Sign Details

Proposed work is: <input type="checkbox"/> Newly Erect <input type="checkbox"/> Alter/Relocate		Installation date:
Size of sign:	Sign area:	Wall area:
Height above grade:                      m	Total height:                      m	
<input type="checkbox"/> Awning <input type="checkbox"/> A-Frame <input type="checkbox"/> Banner <input type="checkbox"/> Billboard <input type="checkbox"/> Fascia <input type="checkbox"/> Portable <input type="checkbox"/> Pylon <input type="checkbox"/> Projecting <input type="checkbox"/> Roof <input type="checkbox"/> Freedom of speech <input type="checkbox"/> Ground		
Sign finish: <input type="checkbox"/> Painted <input type="checkbox"/> Plastic <input type="checkbox"/> Neon <input type="checkbox"/> Wood		Is sign illuminated? <input type="checkbox"/> Yes <input type="checkbox"/> No

## Applicant

Applicant is  Owner or  Authorized Agent of Owner (if selected, complete authorization form)

Last name:

First Name:

Corporation or Partnership:

Street Address:

Unit No:

Municipality:

Postal code:

Province:

Telephone Number:

Cell number:

Email:

## Owner

Last name:

First Name:

Corporation or Partnership:

Street Address:

Unit No:

Municipality:

Postal code:

Province:

Telephone Number:

Cell number:

Email:

## Sign Contractor

Last name:

First Name:

Corporation or Partnership:

Street Address:

Unit No:

Municipality:

Postal code:

Province:

Telephone Number:

Cell number:

Email:

## Declaration of Applicant

I the applicant, acknowledge that the information contained in this application, attached plans and specifications, and other attached documentation is true to the best of my knowledge and that if the owner is a corporation or partnership, I have the authority to bind the corporation or partnership.

Date:

Signature:

### Completing this Form

#### Required Supplemental Information

In addition to the submission of this completed form the submission must also include two sets of drawing/diagram/picture of the sign as well as the intended wording of the sign.

#### Other Approvals

Where the erection of a sign may require approvals from the Regional Municipality of Niagara, Ministry of Transportation or Niagara Parks Commission. Approval(s) granted from these authorities, as applicable, shall be submitted to Building Services for our records. It should be noted that approvals from other authorities does NOT exempt an applicant from obtaining a sign permit.