



Temporary Sign Permit Application

Application No. _____

Application Date _____

GENERAL REQUIREMENTS:

A site plan showing the location of the sign on the property in relation to any rights-of-way and adjacent streets.

Please Print the Following Information Clearly:

Applicant's Name: _____ **Telephone #:** _____

Applicant's Address: _____

Fax #: _____ **Applicant's Email Address:** _____

Property Owner's Name¹: _____ **Telephone #:** _____

Business Name: _____ **Type of Business:** _____

Location of Proposed Sign: _____

Type of Sign: () Advertising/Special Event () Grand Opening/Coming Soon

Length of Sign (in feet): _____ **Height of the Sign (in feet):** _____ **Total Square Footage²:** _____

Number of Signs³: _____ **Post Date:** _____ **Expiration Date⁴:** _____

How will the Sign be Attached/Anchored? _____

I hereby certify that the information provided hereon is, to the best of my knowledge, correct and complete. I understand that providing false or incomplete information or violating an approved zoning permit may be grounds for revocation of the permit. I further understand that if I fail to remove the permitted sign after the expiration date shown above or I place or attach it in any manner not permitted, the City may remove the sign at my expense or I may be subject to penalties as set forth in the City of Monroe Code of Ordinances. By signing and submitting this document, I agree that all signatures where required may be Electronically Signed by either party, pursuant to NCGS 66-315(b).

Applicant's Signature

Application Date

¹ If the applicant is not the property owner, a signed statement granting the applicant permission to place the sign on the property must accompany this application.

² Allowable Square Footage: 24 square feet

³ Maximum Number of Signs: 2 per parcel.

⁴ Signs shall be permitted for one 15 days.