

**Application Fee: \$ 25.00**

Note: Application must be complete and Application fee must be paid at time of submittal

**TEMPORARY SIGN PERMIT APPLICATION**

Signs or banners advertising special events must be on private property and shall not be permitted within public rights-of-way. Permits for such banners or signs shall be limited to 30 days and no more than three times each year. Any such banner or sign shall be removed within ten days after the event was advertised.

*Note: Per Section 3.8 of the Town of Garner Unified Development Ordinance (UDO), merely applying for a sign permit does not constitute approval to manufacture, erect or construct a sign. An approved sign permit must be issued prior to a sign being constructed in the Town of Garner.*

<b>OFFICE USE ONLY: Filing fee must be submitted with completed application.</b>		
Permit Number: _____	Date: _____	Receipt: _____

1. Business Name: \_\_\_\_\_ Contact: \_\_\_\_\_  
 Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

2. Applicant Name: \_\_\_\_\_ Contact: \_\_\_\_\_  
 Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

3. Property Owner: \_\_\_\_\_  
 Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

<b>Type of Event</b>	<input type="checkbox"/> <b>Construction ID</b>	<input type="checkbox"/> <b>Grand Opening</b>	<input type="checkbox"/> <b>Agricultural Market</b>
	<input type="checkbox"/> <b>Special Event</b>	<input type="checkbox"/> <b>Directional</b>	

<b>This application must be accompanied by the following:</b>	
1. a drawing of the face of the sign, providing all dimensions, material and sign copy.	
2. a sketch showing proposed location with dimensions.	
Area of Proposed Sign: Maximum of 32 square feet	Overall Height: Maximum height to top of sign is six feet (6')
Date to be installed:	Date to be removed:

**SIGNATURES (REQUIRED)**

\_\_\_\_\_  
 Applicant – Printed Applicant – Signature Date

\_\_\_\_\_  
 Property Owner – Printed Property Owner – Signature Date  
 (if other than applicant)

**OFFICE USE ONLY**

Comments: _____ _____	
Planning Department Approval: _____	Date: _____
Comments: _____	
Number of events this calendar year: _____	Removal Date of Last Event: _____

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