BUILDING CODE SERVICES
Development Sign / Directional Development Sign Permit Application

For Office Use Only

Date received: _____

Application number: _____

Place Date Stamp Here

SITE AND SIGN INFORMATION

Application Type: ☐ Development Sign ☐ Directional Development Sign

Municipal Address: _____

Number of Signs: _____ **NOTE:** If more than 3 signs, provide sign plan

Area of Development: _____ m^2 / ft^2 t (Not required for directional sign permit)

CONTACT INFORMATION

Applicant/Agent	**Last Name**	**First Name**	**Corporation or Partnership**	
	Address			**Postal Code**
	Phone No.	**Cell No.**	**Email Address**	
Property Owner ☐ Same as applicant	**Last Name**	**First Name**	**Corporation or Partnership**	
	Address			**Postal Code**
	Phone No.	**Cell No.**	**Email Address**	
Tenant ☐ Same as applicant ☐ Same as owner	**Last Name**	**First Name**	**Corporation or Partnership**	
	Address			**Postal Code**
	Phone No.	**Cell No.**	**Email Address**	
Contractor ☐ Same as applicant	**Last Name**	**First Name**	**Corporation or Partnership**	
	Address			**Postal Code**
	Phone No.	**Cell No.**	**Email Address**	

Declaration of Applicant

I _____ certify that:
(print name)

1. The owner of the property where the sign will be located is aware of and supports this application.
2. The information contained in this application and supported documentation is true to the best of my knowledge.
3. I have authority to bind the corporation or partnership (if applicable).

_____ (signature of applicant)

_____ (date)

Furnishing of false, incorrect or misleading information may result in a prosecution and/or revocation of the Permit pursuant to the provisions of the applicable by-law. Personal information on this form is collected under the authority of the Permanent Signs on Private Property By-law and the Municipal Act and will be used in the processing of your Sign Permit application.