



This form is authorized under By-law 1350, Town of Essex Sign By-law

Application for a Temporary Sign Permit			
Application Number:		Permit Number:	
Date Received:	Date Issued:	Expiry date:	
Has a temporary sign permit been issued previously for this property in this calendar year?			
Date(s) issued:			
Property Information			Roll Number:
Municipal Address:			Unit Number:
Postal Code:			Community or Ward:
Applicant Information			
Business Operator requesting this permit:			
Municipal Address:			Postal Code:
Telephone Number:	Cell Phone Number:	E-Mail Address:	Fax Number:
Sign Supplier			
Company Name:			
Municipal Address:			Postal Code:
Telephone Number:	Cell Phone Number:	E-Mail Address:	Fax Number:
Sign Style			
Portable Advertising Sign Check:	Inflatable Sign Check:	Other - describe:	
Sample sign picture for file:		Property frontage picture showing proposed sign location or dimensional diagram showing sign location relative to public rights of way, adjacent driveways and internal vehicular aisles:	



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Permit fee: \$25.00

Method of payment:

Cheque:

Money Order:

Electronic Payment:

Charge or Debit Card:

Declaration:

I/We understand and agree that:

1. This sign permit will allow the placing of a changeable copy portable or inflatable advertising sign on the described property for a period of thirty (30) days from the date of issuance of this permit.
2. This sign shall be removed from the property within 72 hours of the date of expiry of the sign permit unless, within that same 72 hour time period, a new sign permit is obtained.
3. If a portable advertising sign, the sign is a single or double sided sign having a maximum display area (length x width on one side) of 4.0 square meters.
4. This sign does not use electronic media nor is it lighted in any manner.
5. No part of the sign will be placed within the public right of way, within six (6) metres of a driveway or in such other location so as to restrict lines of sight for persons exiting the property.
6. The Town of Essex Chief Building Official or such other person designated by Council to enforce the Town of Essex By-law 1350 has the right to order the removal or relocation of the sign should it be deemed to be in violation of the provisions of By-law 1350 applicable to such sign or the time limits dictated by this permit.

Sign Supplier

Business Operator

Note that:

1. Subsequent to the issuance of a sign permit for each occasion, a temporary portable or inflatable sign requiring a sign permit may be placed on the property up to 4 times per calendar year for a maximum of 30 consecutive days each time. No other temporary portable or inflatable sign requiring a sign permit shall be placed concurrently on the same property, except that, where there are eight (8) or more independent businesses on the same property, a maximum of two (2) temporary portable or inflatable signs or combination of two of them shall be permitted on the property at the same time.

I hereby authorize the issuance of this sign permit:

Chief Building Official or designate