



SIGN PERMIT APPLICATION

PLEASE NOTE: THIS APPLICATION WILL NOT BE ACCEPTED UNLESS ACCOMPANIED BY ALL REQUESTED INFORMATION!

Office Use	
Do Not Write in this Space	
Date Submitted:	_____
*Plan Review: \$	_____
Cost of Permit: \$	_____
Permit #:	_____
*: if applicable	

Applicant Name: _____

Mailing Address: _____

Phone / Contact #: _____

Property Owner (If different): _____

Mailing Address: _____

Phone / Contact #: _____

Location of Property

Business Name: _____ Business Phone #: _____

“911” Address (must have): _____

Project Description

★ Please refer to Section 1103 and Tables 11.1 & 11.2 of the attached “Sign Ordinance” to determine the type of Signage to be installed. ★

Type of Sign: _____

Cost of Sign: \$ _____

Square Footage of Sign: _____

★ Attach a drawing or plat showing location of sign on property with distances from property lines and nearby structures.

★ Attach plans of sign including installation requirements under seal of registered engineer or architect.

★ Attach signed letter from property owner acknowledging approval of sign.

★ Sewer or Septic Tank (one must be circled)

PLEASE REVIEW THE ATTACHED “SIGN ORDINANCE” TO ENSURE COMPLIANCE, FAILURE TO DO SO MAY RESULT IN A DELAY OF THE ISSUANCE OF A SIGN PERMIT.

Contractor Information: (All contractors must have a current year Regulatory Permit filed with the City of Cornelia)

Name

Phone

Regulatory #

State Lic. #

General: _____

Electrical: _____

If a permit is issued, I agree to conform to all ordinance and codes regulating the same. By my signature below, I certify that the application and attached information provided by me is true and correct.

Applicant Signature: _____ Date: _____

