

**CITY OF TUPELO SIGN PERMIT APPLICATION**

Department of Development Services  
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NAME OF PROJECT	PROJECT STREET ADDRESS	TAX PARCEL NUMBER
OWNER'S NAME	ADDRESS	BUSINESS PHONE
SIGN CONTRACTOR	ADDRESS	BUSINESS PHONE
ELECTRICAL CONTRACTOR	ADDRESS	BUSINESS PHONE

**PROJECT DESCRIPTION:**

WRITE A DESCRIPTION OF WHAT YOU ARE DOING: \_\_\_\_\_

HAVE YOU OBTAINED YOUR CERTIFICATE OF OCCUPANCY OR BUILDING PERMIT? \_\_\_\_\_ (yes or no)  
 (A sign permit may not be issued unless a Certificate of Occupancy or Building Permit has been issued.)

DO YOU NEED AN ELECTRICAL PERMIT? \_\_\_\_\_ HAVE YOU APPLIED FOR YOUR MATERIAL PURCHASE CERTIFICATE? \_\_\_\_\_

**GROUND SIGN**

# OF SQUARE FEET OF EXISTING SIGN:	PROPOSED # OF SQUARE FEET FOR NEW SIGN:	HEIGHT OF NEW SIGN:	DISTANCE OF NEW SIGN FROM THE STREET:
VALUE OF SIGN & INSTALLATION:			

**WALL SIGN**

# OF SQUARE FEET OF EXISTING SIGN:	PROPOSED # OF SQUARE FEET FOR NEW SIGN:	LINEAR WIDTH OF BUILDING SIDE WHERE SIGN IS TO BE PLACED:
VALUE OF SIGN & INSTALLATION:		

**TEMPORARY SIGNS (BANNERS, STREAMERS OR INFLATABLE)**

(Banners Or Streamers May Be Use For 2 Weeks Each Quarter. An Inflatable May Be Used For One Week.)

DATE OF LAST BANNER:	PROPOSED # OF SQUARE FEET FOR BANNER:	WHEN WILL BANNER BE USED?
VALUE OF SIGN AND INSTALLATION:		

**CERTIFICATION**

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. I further agree to submit any revisions of this application or plans that are made during construction for approval from the Department of Planning and Community Development.

SIGN PERMITS ARE NULL AND VOID IF THE SIGN IS NOT INSTALLED WITHIN ONE YEAR OF PERMIT ISSUANCE.

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

**FOR OFFICE USE**

PARCEL NUMBER:	ABLE TO COMPLY WITH 100 FEET SEPARATION REQUIREMENT:	BUILDING DISTANCE FROM RIGHT-OF-WAY:
DATE:	APPROVED:	
NOTES:		