

This permit will expire 6 months from issued date.

Town of Monument - Temporary Sign Permit Application		Permit #:						
Please fill in the following information, check all boxes that apply, and read conditions below before signing at the bottom. <small>A site plan (including actual setbacks and accurate square footage) and sign master plan (if applicable) must accompany this application. Other requirements are subject to Staff. A Business License from the Town of Monument is required. Applicant must get Utility Locate before installation.</small>								
Sign Location		Sign Information						
Address (of sign location)		Number of Signs						
Business Name		Number of Faces						
Zoning of Property		Building Frontage (in feet)						
Property Owner/Business Owner		Is this property part of a multi-lot/tenant center?						
		Project Contractor						
Company		Business License #						
Person		Company						
Address		Person						
City/State/Zip		Address						
Phone/Fax		City/State/Zip						
Sign #1		Sign #2						
Details		Details						
Dimensions		Dimensions						
Square footage		Square footage						
Height		Height						
Color		Color						
Setbacks (does not apply to attached signage)		Setbacks (does not apply to attached signage)						
Materials		Materials						
Location (on site/building)		Location (on site/building)						
Type of Temporary Sign (check one)		Type of Temporary Sign (check one)						
Banner	<input type="checkbox"/>	Banner						
Sandwich Sign	<input type="checkbox"/>	Sandwich Sign						
Real Estate Sign	<input type="checkbox"/>	Real Estate Sign						
Freestanding Sign	<input type="checkbox"/>	Freestanding Sign						
Banner Board Sign	<input type="checkbox"/>	Banner Board Sign						
Other	<input type="checkbox"/>	Other						
Puropse of Temporary Sign (check all that apply)		Puropse of Temporary Sign (check all that apply)						
Business Identification	<input type="checkbox"/>	Business Identification						
Grand Opening	<input type="checkbox"/>	Grand Opening						
Special Event	<input type="checkbox"/>	Special Event						
Construction	<input type="checkbox"/>	Construction						
Real Estate/For Rent	<input type="checkbox"/>	Real Estate/For Rent						
Other	<input type="checkbox"/>	Other						
Date(s) sign to be displayed:								
General Description of Project:								
<table border="1" style="margin: auto; border-collapse: collapse;"> <tr style="background-color: yellow;"> <th colspan="2" style="text-align: center;">Permit fee (due at the time of issuance of permit)</th> </tr> <tr> <td style="text-align: center;">\$15 Temporary Sign Permit Fee</td> <td></td> </tr> <tr> <td colspan="2" style="text-align: center; font-size: small;">*fee is applicable for a max of 2 signs</td> </tr> </table>		Permit fee (due at the time of issuance of permit)		\$15 Temporary Sign Permit Fee		*fee is applicable for a max of 2 signs		
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\$15 Temporary Sign Permit Fee								
*fee is applicable for a max of 2 signs								
As applicant, I affirm the information contained in this application is accurate, and I agree to abide by the Monument Municipal Code.								
Applicant Signature:		Date:						
Owner's Signature:		Date:						
Town Approval:		Date:						