



Town of Grand Rapids

Sign Permit Application

Application Fee (Non-Electrical) \$20

Application Fee (Electrical) \$40

FOR OFFICE USE ONLY

Date Received:	Date Paid:	Total Fee #:	Permit #:
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OWNER INFORMATION

Owner Name:	Mailing Address, City State, and Zip:		
Primary Phone:	Secondary Phone:	Email Address:	

BUSINESS INFORMATION

Business Name:	Business Address:	Parcel #:
Primary Contact:	Business Phone:	Business Email:

SUPPLEMENTAL INFORMATION

Type of Sign	Electrical	Sign Type	Size
<input type="checkbox"/> Ground <input type="checkbox"/> Projecting <input type="checkbox"/> Wall <input type="checkbox"/> Other: _____ <input type="checkbox"/> Roof	<input type="checkbox"/> Lighted <input type="checkbox"/> Non-Lighted	<input type="checkbox"/> On Premise <input type="checkbox"/> Off Premise	Width _____ ft Height _____ ft

Please provide the below supporting materials:

☐ Provide a map with the location of the sign.

- Distance to the center of the road _____ ft
- Distance to the closest side of the lot line _____ ft
- Distance to driveway at right-of-way _____ ft

☐ Provide a drawing to scale showing the size and height of the sign.

☐ A description of the type of materials being used, color scheme, lettering or graphic style and lighting

I certify that I have read this application and state that the above information is correct and that I am the owner or the duly authorized representative of the owner. I understand that I am subject to all applicable codes, statues and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the state or municipality. I expressly grant the authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

Applicant (Sign): _____ Print: _____ Date: _____