



**SIGN PERMIT APPLICATION**

RECEIPT#: \_\_\_\_\_  
CHECK#: \_\_\_\_\_  
CASH: \_\_\_\_\_

PERMIT#: \_\_\_\_\_

SIGN SQ. FT. \_\_\_\_\_ x \$2.00 = \_\_\_\_\_  
RECORDING FEE \$1.00  
TOTAL FEES DUE \_\_\_\_\_

SIGN LOCATION ADDRESS: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

CONTRACTORS ADDRESS: \_\_\_\_\_

CONTRACTORS PHONE#: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

NAME OF BUSINESS / ACTIVITY ON SIGN: \_\_\_\_\_

- ATTACH A PICTURE(S) OF SIGN(S) SHOWING COPY, COLOR(S) AND SIZE(S)
- IF A GROUND SIGN(S) A SITE PLAN SHOWING LOCATION(S) OF SIGN(S) SHALL BE REQUIRED

LINEAR FOOTAGE OF LOT FRONTAGE: \_\_\_\_\_ LINEAR FOOTAGE OF LEASE SPACE FRONTAGE: \_\_\_\_\_

SIGN SIZE: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ SQ. FT. HEIGHT OF SIGN \_\_\_\_\_ ILLUMINATED: YES NO

CIRCLE SIGN TYPE: GROUND WALL MARQUEE

LIST ALL OTHER SIGNS PRESENTLY LOCATED ON THE PROPERTY, AS TO TYPE, LOCATION, SIZE, AND HEIGHT.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

DATE SIGN IS TO BE ERECTED OR PUT IN PLACE: \_\_\_\_\_

**I, THE UNDERSIGNED, CERTIFY THAT THE DESCRIBED WORK LISTED ON THIS PERMIT APPLICATION IS TRUE AND CORRECT. I ACKNOWLEDGE THAT ANY PERMIT ISSUED ON THE REPRESENTATION HEREIN MADE MAY BE REVOKED AT ANY TIME, WITHOUT NOTICE, ON A BREACH OF REPRESENTATION OR VIOLATION OF THE CITY OF OLIVE BRANCH ORDINANCE THAT REGULATE SIGNS.**

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

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_