



City of Sycamore
Building Department
 541 DeKalb Ave.
 Sycamore, IL 60178
 T#: 815-895-4434
 F#: 815-895-7572
www.cityofsycamore.com

<u>For Office Use Only</u>	
Permit No.:	_____
Zoning Dist.:	_____
Permit Expires:	_____
Fee: \$30.00	
Date Paid:	_____

TEMPORARY
SIGN PERMIT APPLICATION
 (Print Clearly)

SIGNS MUST BE DISPLAYED AT BUSINESS ADDRESS – OFFSITE SIGNS ARE PROHIBITED
 (UNLESS APPROVED BY DIRECTOR OF BUILDING & ENGINEERING)

*This application **MUST BE LEGIBLE, COMPLETE and ACCURATE.** Failure to do so will result in the rejection of the application and non-issuance of a City of Sycamore permit.*

APPLICANT INFORMATION

Applicant	_____				
Address	_____			City/State/Zip	_____
Day Phone	_____	Cell	_____	Fax	_____

SIGN LOCATION INFORMATION

REQUIRED ATTACHMENT: SIGNED LETTER OF AUTHORIZATION FOR THIS TEMPORARY SIGN FROM EACH BUSINESS OWNER

1. Business Owner Name: _____ 2. Business Owner Name: _____
 Name of Business: _____ Name of Business: _____
 Day Phone: _____ Day Phone: _____
 Business Address: _____ Business Address: _____

3. Type of Sign: Wall Pole Ground Other _____

4. Total Square Footage (per side): _____

5. Sign will be displayed beginning on: _____/_____/_____(date) Ending on: _____/_____/_____(date)

ORIGINAL SIGNATURES REQUIRED – FACSIMILES OR COPIES WILL NOT BE ACCEPTED

I, the applicant, do hereby certify that the information contained in this application is true and correct including all dimensions and specifications shown on Drawings "A" and "B", and if a permit is issued to me, I agree to do or allow to be done only such work as herewith applied for and will conform to all of the codes, laws and ordinances of the City of Sycamore. I am familiar with the applicable ordinances and the provisions thereof and in signing this application do willingly become responsible for all work accomplished under the permit by all contractors, tradesmen and workmen and shall schedule all necessary inspections as they become due.

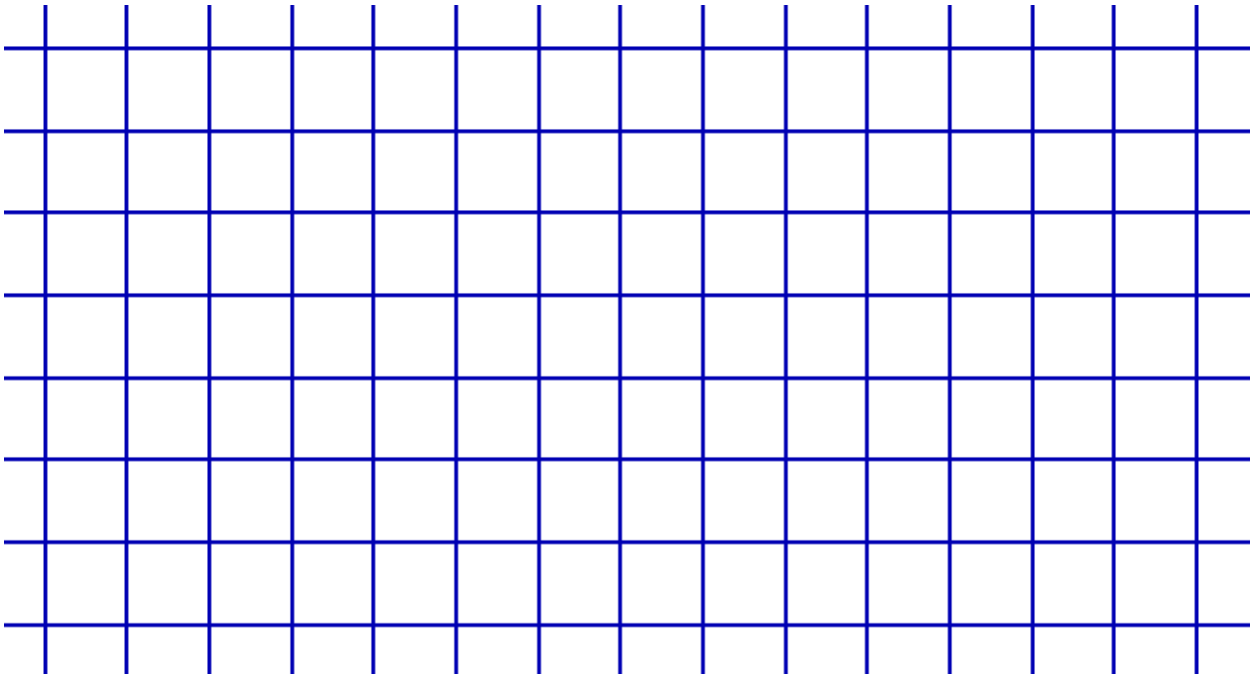
DATE: _____

PRINT NAME: _____

SIGNATURE: _____

THE FOLLOWING SHALL BE SHOWN ON DRAWING "A":

1. North direction arrow.
2. Dimensions of the lot.
3. Adjacent street(s)
4. All easements on said lot.
5. Exact location of all buildings on the lot (show distance to property lines).
6. Proposed sign location (show distances to buildings and property lines).



THE FOLLOWING SHALL BE SHOWN ON DRAWING "B":

1. The sign copy.
2. The sign dimensions (including heights).

