



*City of Pleasant Hope*  
*304 E Miller Street*  
*417-267-2112*

## Sign Permit Application

Permit number \_\_\_\_\_

**APPLICANT: Complete all sections below that apply to the project. Please print legibly.**

Installation address \_\_\_\_\_

Business name \_\_\_\_\_

Legal owner of sign \_\_\_\_\_

Address of sign owner \_\_\_\_\_

Property owner name \_\_\_\_\_

Address \_\_\_\_\_

Sign contractor name \_\_\_\_\_

Address \_\_\_\_\_

Day Phone \_\_\_\_\_ email \_\_\_\_\_

For electric signs: Electrician's Name \_\_\_\_\_

### Which of the following best describes the proposed work?

- ☐ New sign      ☐ New awning      ☐ Alteration to existing sign      ☐ Addition to existing awning  
☐ Addition to an existing sign, size increased by \_\_\_\_\_%      ☐ Addition of a sign to existing awning

### Type of sign, check all that apply

- ☐ Freestanding    ☐ Monument    ☐ Projecting    ☐ Sign on awning    ☐ Fascia sign, over 400 lbs.    ☐ Fascia sign 400 lbs. or less  
☐ Painted wall/adhered    ☐ Pitched roof    ☐ Sign on marquee    ☐ Sign attached to canopy  
☐ Other \_\_\_\_\_

### Proposed sign dimensions:

Width of sign face \_\_\_\_\_ height of sign face \_\_\_\_\_ overall sign height \_\_\_\_\_  
depth of fascia sign \_\_\_\_\_ total area of sign \_\_\_\_\_

[ Y ] [ N ] Do you have permission of the property owner to erect this sign?

[ Y ] [ N ] Changing image features? If yes, area of change \_\_\_\_\_ sq.ft.

[ Y ] [ N ] Illuminated?

**PERMIT FEE: \_\_\_\_\_ \$25.00**

**ELECTRIC INSPECTION \_\_\_\_\_ \$25.00  
(If required)**

Applicant's signature \_\_\_\_\_

Applicant's name, printed \_\_\_\_\_ Applicants phone # \_\_\_\_\_

### FOR OFFICE USE ONLY

Application date \_\_\_\_\_ Issued date \_\_\_\_\_

Approved by \_\_\_\_\_