



Sign Permit Application (For Lease/Sale)

Date Received:

Job Address			Suite
Property Owner/Tenant Name			Phone
Contractor Name			Phone
Address	City/State	Zip	Alt. Phone

Additional Sign Information

** Must submit sign drawing with site plan and sign location for review **

1. Maximum sign height shall be five (5) feet plus a maximum of nine (9) inch finial on top of each post.
2. Maximum sign area shall not exceed twelve (12) square feet per sign face. Sign may be two-sided.
3. Sign post shall be of 3 – 4 inch extruded metal with decorative finials.
4. Height shall not exceed 5 feet, excluding finials. Finials shall not exceed 9 inches in height.
5. Frame Color: shall be black
6. Sign frame shall be the same material and color as the sign post.
7. Any decorative element over the sign frame shall be limited to a maximum of 9”.
8. Sign face shall be made up of ¼” to ½” plastic or aluminum coated MDO or plastic cored aluminum.
9. Color copy shall be allowed for sign face and background. Sign face and background shall not have neon colors.

Quantity	Description	Fee Each	Fee
	Commercial Complex Sale/Lease Free Standing (Max 12 Sq Ft / Max Height 5 Ft)	No Fee	
	Total	\$	-

The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this code or of any other ordinance of the City of Bedford. Permits obtained shall not give authority to violate health and safety violations. The issuance of a permit based on construction documents and other data shall not prevent the building official from requiring the correction of errors in the construction documents and other data. I have read the completed application and know the same is true and correct and hereby agree that if a permit is issued all provisions of the City Ordinances and State Laws will be complied with whether herein specified or not. I agree to comply with all property restrictions. I am the owner of the property or the duly authorized agent.

- Submit application and pay by cash, check or credit card in person.
- One time charge on my credit card. Application by fax or mail. (credit card payment form required)

Permission is hereby granted to enter the premises and make all inspections

Applicant Name (Print)	
Applicant Signature	Date:

Office Use

Approval to Issue Permit	Date:
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