



# Town of Southampton

## Building Services

210 College Hwy Suite 7, Southampton MA 01073

413-529-1007

www.townofsouthampton.org

### APPLICATION TO ERECT A SIGN

THIS SECTION FOR OFFICIAL USE ONLY-PERMIT FEE: \_\_\_\_\_

Building Permit Number: \_\_\_\_\_ Date Issued: \_\_\_\_\_

#### SECTION 1.0 – SITE INFORMATION – PLEASE PRINT

Property Address: \_\_\_\_\_

Map: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Name of Business: \_\_\_\_\_

#### SECTION 2.0 – OWNER INFORMATION

Owner – Name (Print) \_\_\_\_\_

Address \_\_\_\_\_

Signature of Owner \_\_\_\_\_

Telephone \_\_\_\_\_

#### SECTION 3.0 – LESSEE INFORMATION

Lessee – Name (Print) \_\_\_\_\_

Address \_\_\_\_\_

Signature of Lessee \_\_\_\_\_

Telephone \_\_\_\_\_

#### SECTION 4.0-SIGN INFORMATION-PERMANENT

Wall (Projecting)	Wall (Flat)	Ground	Window
Project	Off-Premises	Directional	✓ Free-Standing
Projection from Buildings:		Projection over Sidewalk: **	
Length:	Height:	Area (Sq. Ft.):	
Materials Constructed of:			Cost: \$
Total Height above Ground:		How Illuminated:	
How Supported:			
Street Setbacks:	Side Setbacks:	Rear Setbacks:	
Board Appeals Approval Date:		D.P.W. Approval Date:	

#### SECTION 5.0-SIGN INFORMATION-TEMPORARY

Wall (Projecting)	Wall (Flat)	Ground	Window
Project	Off-Premises	Directional	Free-Standing
Banner	A-Frame	Other:	
Projection from Buildings:		Projection over Sidewalk: **	
Length:	Height:	Area (Sq. Ft.):	
Materials Constructed of:			Cost: \$
Total Height above Ground:		How Illuminated:	
How Supported:			
Street Setbacks:	Side Setbacks:	Rear Setbacks:	
Dates to be used:	From:	To:	
Estimated Cost: \$		Approved Value: \$	



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### SECTION 6.0 – SIGN CONTRACTOR/INSTALLER INFORMATION

Company Name:	_____		
Contact Person:	_____		
Address:	_____	City:	_____
Zip:	_____	Phone:	_____
		Cell:	_____
Insurance Company:	_____		
Policy #:	_____	Expiration Date:	_____
(Provide a "Certificate of Insurance" with the municipality listed as a Certificate Holder.)			

### SECTION 7.0 – OWNER OR AUTHORIZED AGENT/CONTRACTOR DECLARATION

I, _____, as (check one)      Owner                              Authorized Agent/Contractor, for the property owner, hereby declare the statements and information on the foregoing application are true and accurate to the best of my knowledge and belief.	
_____	_____
Signature	Date

**SIGNED UNDER THE PAINS AND PENALTIES OF PERJURY**

**\*\*A Bond is required for signs which project over sidewalks.**

**NOTE: Building Plans must be stamped and signed by an Architect/Engineer.**