

**CITY OF WASHINGTON  
SIGN PERMIT APPLICATION**

(Sign code regulations are located in the Zoning Code, Chapter 154.140)

1. **ADDRESS OF PROPERTY:** \_\_\_\_\_

2. **PROPERTY IDENTIFICATION NUMBER:** \_\_\_\_\_

3. **SIZE AND LOCATION OF SIGN:** \_\_\_\_\_  
(Attach plan showing dimensions and location of sign - if wall sign note dimension of face of building where sign will be mounted)

4. **TYPE OF SIGN:**

☐ GROUND SIGN    ☐ WALL SIGN    ☐ BANNER    ☐ PORTABLE  
☐ INFLATABLE    ☐ BILLBOARD    ☐ OTHER \_\_\_\_\_

5. **VALUE OF SIGN:** \_\_\_\_\_

6. **OWNER OF PROPERTY:** \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE NUMBER: \_\_\_\_\_

7. **TENANT OF PROPERTY:** \_\_\_\_\_

8. **APPLICANT:** \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE NUMBER: \_\_\_\_\_

9. **PERMIT FEES:**

- GROUND & WALL - \$2.00 PER \$1,000 IN VALUE - MINIMUM \$10.00
- BANNER - \$10.00 PER BANNER FOR A ONE CALENDAR YEAR PERMIT
- PORTABLE - \$75.00 PER SIGN FOR A ONE CALENDAR YEAR PERMIT
- INFLATABLE - \$2.00 PER \$1,000 IN VALUE – MINIMUM \$10.00
- BILLBOARD - \$150.00 PER BILLBOARD

I, THE UNDERSIGNED, UNDERSTAND THE ORDINANCE REQUIREMENTS AND **2018 INTERNATIONAL BUILDING CODE** REQUIREMENTS AND CERTIFY THAT THE PROPOSED SIGN(S) WILL MEET THESE CODES. I AGREE TO ABIDE BY THE ORDINANCE AND THAT ANY VIOLATION OF THE ORDINANCE, ERROR, MISSTATEMENT, OR MISREPRESENTATION OF FACT WILL CAUSE A REFUSAL AND/OR REVOKING OF SAID PERMIT.

\_\_\_\_\_  
APPLICANT

\_\_\_\_\_  
DATE