

Sign Permit Application

Once complete, mail completed application and \$75 permit fee to:

Town of Addison Development Services

P.O. Box 9010

Addison, TX 75001-9010

OR hand-deliver completed application and \$75 permit fee to:

Addison Service Center

Development Services Department

16801 Westgrove Dr.

Addison, TX 75001



Building Inspection
Town of Addison
P.O. Box 9010
Addison, TX 75001-9010
972/450-2880

TOWN OF ADDISON

SIGN PERMIT APPLICATION

Permit Number

\$75.00

Date _____

E-mail Address: _____

Address of Sign _____ Suite Number _____

Wording of Sign _____

Letter Height _____ Width of Copy _____ Total area in Sq. Ft. _____

Estimated Value _____ Illuminated Yes/No _____ Set back from curb in feet
Front Side

Building Owner _____ Phone _____

Mailing Address _____ City _____ State _____ Zip _____

Tenant _____ Phone _____

Mailing Address _____ City _____ State _____ Zip _____

Sign Contractor _____ Addison Lic. No. _____ Phone _____

Mailing Address _____ City _____ State _____ Zip _____

Electrical Contractor _____ Addison Lic. No. _____ Phone _____

Mailing Address _____ City _____ State _____ Zip _____

Type of Sign Monument Pole For Sale or Lease

Circle appropriate one Grand Opening Banner Wall/Facia Other

Application Date Printed Name

ATTACH PLOT PLAN INDICATE GIVEN SCALE SUBMIT 2 DRAWINGS

Show the following: lot lines, names of adjacent streets, location of existing buildings, signs, proposed signs, and sketch of sign with ALL dimensions.

Direction Sign Faces: W N E
Circle one S

DATE ISSUED:

Date Approved Expiration Date Approved By

Date of Application _____ Signature _____

Date Fees Paid Check Number Receipt Number