



## Signs or Canopies Business License Application

### City Ordinance Chapter 5.02

Please print in dark ink and mail to Business Licensing Service

**Business Name:** \_\_\_\_\_  
Enter the name you will be doing business as. You must operate and advertise in the exact name listed.

**Parent Company Name:** \_\_\_\_\_  
(If Corporate Owned)

**Business Address:** \_\_\_\_\_  
(Cannot be a P.O. Box) Street # Street name Unit # City State Zip

**Mailing Address** \_\_\_\_\_  
(Can be a P.O. Box) Street # Street name Unit # City State Zip

**Phone:** ( ) - **Business Start Date:** \_\_\_\_\_

**Ownership** (Check One Only)

- Sole Proprietor   
  Partnership   
  Corporation   
  LLC  
 LLP   
  LP   
  Other:

**E-mail:** \_\_\_\_\_

**Website:** \_\_\_\_\_

### OWNER'S OR PRINCIPAL'S NAME(S)

**Name** \_\_\_\_\_ **Name** \_\_\_\_\_

**Home Address** \_\_\_\_\_ **Home Address** \_\_\_\_\_

**City** \_\_\_\_\_ **Zip** \_\_\_\_\_ **City** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Telephone #** \_\_\_\_\_ **Title** \_\_\_\_\_ **Telephone #** \_\_\_\_\_ **Title** \_\_\_\_\_

**REAL ESTATE OWNER INFORMATION**

Name \_\_\_\_\_ City \_\_\_\_\_

Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Type of Structure  Sign

Canopy

Billboard

**Description of Structure**

**Notes:**

- An application for a license shall be accompanied by a copy of a liability insurance policy providing insurance coverage for any claims that may result from the placement and maintenance of the sign over public property and shall include a provision indemnifying, defending and saving the city harmless from any and all claims that may result from the placement and maintenance of the sign over public property.
- The city shall be listed on the liability insurance policy for purposes of receiving notice of its cancellation or expiration not less than thirty days prior to the effective date of the cancellation or expiration.
- All signs, canopies and marquees extending over any public sidewalk, street, alley or other public place must be placed, fastened and constructed in accordance with the provisions of the building code and zoning ordinances of the city in effect at the time of the placement, fastening or construction or replacement, refastening or reconstruction of a sign, canopy or marquee.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Fee - \$50.00 Canopy    Chareg Code 0068  
\$50.00 Sign            Charge Code 0198  
\$75.00 Billboard    Charge Code 0051