



**APPLICATION FOR
SIGN PERMIT**
(PLEASE PRINT OR TYPE ALL INFORMATION)

City of North Richland Hills
7301 NE Loop 820
N Richland Hills, TX 76180
O (817) 427-6330
F (817) 427-6303

PART 1. PROPERTY INFORMATION

Address _____ Ste. # _____

Name of Business where sign is to be installed: _____ Zoning: _____

PART 2. PROPERTY OWNER INFORMATION

Company Name _____

Property Manager _____

Property Manager DL# _____

Mail Address _____

City, State, ZIP _____

Telephone () _____

PART 3. CONTRACTOR

Company Name _____

Contact Name _____

Mail Address _____

City, State, ZIP _____

Telephone () _____

Facsimile () _____

NOTE: Submit 2 sets of detailed plans.

PART 4. CLASS OF WORK

(Check One Only): Ground Building Portable Banner Light Pole Banner Sign (32 sq ft max)

If Light Pole Banner Sign, how many? _____

(Check One Only): Pole Monument Major Development Wall Canopy Projection

Sub-division New Development Outdoor Menu Board Other _____

(Check One Only): Commercial Multi-Family Residential

(Check One Only): New Reface Repair / Alteration

PART 5. DESCRIPTION OF WORK

O/A Height of Sign _____ Illuminated? Yes No If Yes, is new electrical circuit needed? Yes No

Sq. Ft. Of Sign Area _____ Type of Illumination: Internal Internal-Indirect Indirect

Sq. Ft. Of Wall Area _____ VALUE OF WORK \$ _____

NOTICE: Unless otherwise noted on permit, this permit becomes null and void if work or construction authorized is not commenced within 90 days, or if construction or work is suspended or abandoned for a period of 90 days at any time after work is commenced.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other State or local law regulating construction or the performance of construction. The issuance of a permit neither exempts nor modifies any covenants, deed restrictions, City ordinances or State or Federal Laws, whether herein specified or not.

Signature of Applicant _____ Date _____

Contractor must provide "Authorized Agent Form" from Property Owner

*****OFFICE USE ONLY*****

Application # _____ 0000 _____ * Date Rec'd ____ / ____ / ____ * Date Approved ____ / ____ / ____ By _____

Contractor Notified ____ / ____ / ____ By _____

Valid Thru ____ / ____ / ____

PERMIT FEE \$ _____

CERTIFICATE OF OCCUPANCY INSPECTION: _____ (date completed) _____ (Inspector)

