

SIGN PERMIT APPLICATION

City of Lawrence 9001 E. 59th St., Lawrence, IN 46216

Phone: (317) 545-8787

Fax #: (317) 549-4837

Permit #: _____
(OFFICE USE ONLY)

1. _____
Address of Construction Suite Name of Project

2. OWNER OF THE PREMISES WHERE CONSTRUCTION ACTIVITY IS TO BE CARRIED OUT: Name: _____

Address: _____ Phone Number: _____

4. **VALUE OF CONSTRUCTION ACTIVITY:** \$ _____ 7. **NATURE OF WORK TO BE DONE:**
ث Installation ث Replacement

5. INDICATE USE OF STRUCTURE:

ث Advertising
ث Business
ث Other _____

8. Is your sign illuminated? _____

9. Total square footage _____

6. Pole Ground Wall Bill Board **10. Total number of signs** _____

11. APPLICANT FOR PERMITS:

Your name: _____

Business Name: _____ Lawrence License: _____

Address: _____ Phone #: _____

The undersigned represents and promises:

The owner has authorized me to secure the building permits for this location. Information contained on this form, on the required plot plan, and on the required building plan is complete and accurate. I will be responsible for all work allowed by permits granted under this form being done in conformance with information on this form, the plot plan, the building plan, and applicable laws and ordinances. I understand that approval of plans and issuance of permits granted under this form does not obviate the need to comply with applicable laws and ordinances. I agree to hold harmless and indemnify the City of Lawrence for any claim against the City as the result of any act of commission or omission by or on behalf of the undersigned, his agent, principal, contractor, sub-contractor, materials man, or supplier.

Will the Homeowner/Business Owner be doing his/her own work? Yes No

PLEASE MAKE SURE ALL INFORMATION IS FILLED OUT COMPLETELY AND THIS APPLICATION IS SIGNED AND DATED.

Signature of Applicant, Contractor or Homeowner doing own work

Date

Permit Fees:

- (6) *Sign permit fee.* Minimum square footage is 50 square feet on any sign.
- (a) Ground Sign, New Installation – Minimum of \$50.00 or \$0.50 per square foot (non-illuminated).
 - (b) Wall Sign, New Installation – Minimum of \$75.00 or \$0.75 per square foot (non-illuminated).
 - (c) Pole Sign, New Installation – Minimum of \$100.00 or \$1.00 per square foot (non-illuminated).
 - (d) Billboard Sign, New Installation – Minimum of \$150.00 or \$1.50 per square foot (non-illuminated).
 - (e) Refacing Sign – Minimum of \$50.00 or \$0.50 per square foot non-illuminated.
 - (f) In each of the five categories, the fee for an illuminated sign shall be one and one-half times the fee applicable to a non-illuminated sign.

Payment methods: Cash, Check, or Money Order

Office Hours: Monday, Tuesday, Thursday, Friday 8AM-4PM; Wednesday 10AM-4PM