



Application for Sign Permit

Date	
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Project Address	
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Contractor Information	
Contractor Name	
Contractor Address	
Contractor Phone #	
Contractor Email	@

Property Owner Information	
Name	
Address	
Phone #	
Type of Sign	<input type="checkbox"/> New <input type="checkbox"/> Re-face <input type="checkbox"/> Additional <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary
**Sign Placement	<input type="checkbox"/> Façade <input type="checkbox"/> Pylon <input type="checkbox"/> Window Painted or Decal
*Illuminated? Yes	<input type="checkbox"/> No <input type="checkbox"/> Backlit <input type="checkbox"/> Floodlit <input type="checkbox"/> Electronic Marquis <input type="checkbox"/> Video
Valuation	\$ Fee \$
<i>Supply the following if renting:</i>	
Property owner notified?	<input type="checkbox"/> Yes <input type="checkbox"/> No

***If the sign is to be illuminated, a Request for Electrical Inspection form must be submitted along with this application.**

****If the sign is to be placed in a state right of way, a permit is required from the Mississippi Department of Transportation.**

Submittal Documents Construction documents, statement of special inspections, geotechnical report and other data shall be submitted in two sets with each permit application. One set must be on paper and the second may be submitted electronically as a PDF. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional. **Exception:** The building official is authorized to waive the submission of construction documents and other data not required to be prepared by a registered design professional if it is found that the nature of the work applied for is such that review of construction documents is not necessary to obtain compliance with this code.

State Certificates of Responsibility A state law requires any builder or superintendent to have a residential builder's license if the home is in excess of \$50,000 or any person engaging in remodeling in excess of \$10,000 to have residential builder's or remodeler's license. State Law requires any person engaging in commercial construction or construction management in excess of \$100,000 privately funded or \$50,000 publicly funded to obtain a Certificate of Responsibility.

<p>Consumer Beware when your builder tells you he/she does not need a license so long as you pull the permit. This makes you the general contractor and, as such, responsible and personally liable for accidents on the job. If a person is injured while working on your home, you will not only be sued, but will most likely lose. In short, professional and responsible builders and remodelers are licensed by the State of Mississippi.</p>

I hereby certify that I have read and examined this document 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. 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.

Applicant Signature _____ **Date** _____