

**TOWN OF RANDOLPH**  
**SIGN PERMIT APPLICATION**

Permit Number

**S**

Parcel ID No.

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Application fee = \$50

Name of Applicant/Contact Person \_\_\_\_\_

Name of Business \_\_\_\_\_

Mailing Address \_\_\_\_\_

Contact (phone and/or email) \_\_\_\_\_

Property Address (street address) \_\_\_\_\_

Name of Property Owner (IF NOT APPLICANT) \_\_\_\_\_

**PROPOSED SIGNAGE**

Use of property/type of business to be advertised: \_\_\_\_\_

Type of sign(s) (check all that apply):     Free-standing     Projecting     Sandwich board     Directional  
 Other \_\_\_\_\_

Dimensions: \_\_\_\_\_ total square footage \_\_\_\_\_

Free-standing signs only - height from ground to: top \_\_\_\_\_ bottom \_\_\_\_\_ of sign.

Projecting signs only - distance proj. out from bldg: \_\_\_\_\_ from ground to bottom of sign: \_\_\_\_\_

Directional signs only - to read (14 characters max.): \_\_\_\_\_

location(s): \_\_\_\_\_

Lighting:     None     As described below (incl. type of fixture, wattage and type & number of bulbs)

Are there existing signs on the property?     No     Yes (describe type of signage and sq. footage)

**AUTHORIZING SIGNATURES**

**CERTIFICATION OF APPLICANT**

The undersigned applicant hereby certifies that ALL information submitted on this application is true and accurate.

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

**CERTIFICATION OF PROPERTY OWNER**

The undersigned property owner hereby certifies that the information on this application is true and accurate and that the applicant has full authority to install the sign(s). The undersigned further authorizes the Sign Officer access, at reasonable times, to the property covered by a permit issued under this application, for the purposes of ascertaining compliance with said permit.

\_\_\_\_\_  
Property Owner's signature

\_\_\_\_\_  
Date

**SKETCHES**

**S**

1. Provide a sketch of the sign(s) (include dimensions).

Blank area for sketching the sign(s).

2. Provide a sketch of the property (bird's-eye view) showing location of sign (include dimensions of property and distances to property lines).

Blank area for sketching the property (bird's-eye view).

**ACTIONS OF SIGN OFFICER**

§114 of the Ordinance provides every action may be appealed within 15 days)

APPROVED       DENIED\*       NO PERMIT REQUIRED\*

\* \_\_\_\_\_

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

Date of Permit

mma

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

Date of Certificate of Compliance (attach copy if conditions or deviations)

mma

**FOR OFFICE USE ONLY**

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

Date of receipt

\$50. \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Fee      Date paid or deposited

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

Date permit posted