



Sandwich Board Sign Permit

Date of Application _____

Name of Applicant _____ Business Name _____

Sign Location _____

Phone Number _____ Email _____

Zoning _____ PIN _____

Circle One: Tenant Property Owner

The sandwich board signs shall not exceed eight (8) square feet and four (4) feet in height and shall only be displayed between the hours of 7:00 a.m. and 10:00 p.m., EST. Each individual business shall have no more than one (1) sign and there must be at least fifteen (15) feet between each sign. A five (5) foot clearance must be maintained at all times on the sidewalk. No sandwich board sign shall block visibility, vehicular or pedestrian at any time. The sign must not be permanently affixed to any permanent object, structure or the ground. They are to be freestanding, self-supporting and be designed and weighted to prevent overturning.

The tenant or property owner that will be placing the signs within the City's right-of-way must carry an extended coverage liability insurance policy in the amount of \$500,000 with the City of Statesville, NC named as additionally insured. For the tenants or property owners that will be placing their sandwich board signs on private property no insurance is required, but a permit must be obtained.

The following materials are not permitted:

- a. glass, clear acrylic sheeting or breakable materials
- b. paper or laminated paper
- c. corrugated or hollow core plastics
- d. pvc pipe frames
- e. internal illumination or spotlighting illumination

In signing this application the applicant agrees to abide by the above regulations.

Applicant _____ Date _____

Agent, City of Statesville _____ Date _____



NOTICE: This permit is valid for 1 (one) year from the date application is signed, sign is erected and insurance is obtained. The applicant is responsible for renewing the permit on or before the date of expiration. Any failure to abide by the above regulations will result in a civil penalty and revocation of this sign permit.