



9500 Belmont Avenue • Franklin Park, Illinois 60131 (847) 671-8245, FAX # (847) 671-8790

SIGN PERMIT APPLICATION

DATE: _____ Plat of Survey required (two copies) ☐ YES PERMIT NUMBER: 26-SP-

Check Box: ☐ Illuminated Sign ☐ Non Illuminated Sign

Check Box: ☐ Sign New ☐ Sign Repair ☐ Sign Temporary ☐ Awning or Marquee

Business Name: _____

Business Address _____

Owner of Sign _____ Phone #: _____ Email: _____

Contractor _____

Contractor Address _____

City & State _____ Phone # _____

Manufacturer of Sign _____

Sign Cost (\$): _____

NEW SIGN

Size of Sign (sq.ft) _____

Wording & Size of Letters (drawing attached)

Height of Sign including Mast _____

Sign Material _____

Wall Sign _____

Ground Sign _____

Marquee Sign _____

Awning _____

COMMENTS: _____

Type _____

Size _____

Location _____

Owner of Sign _____

Contractor _____

Address _____

City & State _____

ELECTRIC for SIGN

A separate Electrical Permit is required for any electrical work performed.

Notes: _____

APPLICANT SIGNATURE

TEMPORARY SIGN

* FOR OFFICE USE ONLY *

ZONING APPROVAL & COMMENTS

DATE & TIME CALLED/PICKUP: _____

Electrical Fee: _____

Sign Fee: _____

Total Fees: _____

INITIALS – BUILDING DIRECTOR