



SIGN PERMIT APPLICATION
Town of Falmouth - Code Enforcement Office
Phone – 207-699-5310

Permit # _____ Check # _____ & _____ Deposit _____ Int _____
Map/Lot _____ Zone _____ Fee _____
Received _____ Issued _____ Total _____ Int _____
Location of Work _____

Property Owner Information

Contractor Information

Name _____ Name _____
Address _____ Address _____

Phone _____ Email _____ Phone _____ Email _____
Signature Upon Submittal _____ Date _____ License # _____ Int _____

Appliance Information (Check under each sign number and fill out corresponding information)

Sign 1 _____	Type: Wall ___ Free Standing ___ Temporary Business Sign ___ Single Face ___ Double Face ___ Dimensions: Post Height ___ Height ___ Width ___ Sq. ft. ___ Lighting: Int. ___ Ext. ___ None ___ Sign Cost _____
Sign 2 _____	Type: Wall ___ Free Standing ___ Temporary Business Sign ___ Single Face ___ Double Face ___ Dimensions: Post Height ___ Height ___ Width ___ Sq. ft. ___ Lighting: Int. ___ Ext. ___ None ___ Sign Cost _____
Sign 3 _____	Type: Wall ___ Free Standing ___ Temporary Business Sign ___ Single Face ___ Double Face ___ Dimensions: Post Height ___ Height ___ Width ___ Sq. ft. ___ Lighting: Int. ___ Ext. ___ None ___ Sign Cost _____

Submittal Requirements:

1. Color pictures of all existing site signage with dimensions (height, width) and square footage calculations.
2. Color illustrations of all proposed signage to scale with dimensions (height, width) and square footage calculations.
3. For wall signs, the area in square feet of the wall. (limited to 10% of the wall area)
4. Lighting, color, materials and mounting details for each sign.
5. Plan of property with location of all signs.
6. Building elevations showing the location and dimensions of wall signs.
7. Written permission from the property owner for the work to be done.
8. All electronic signs must carry a UL label or comparable testing laboratory label.

(Please read below. The permit is not considered issued until the signed and dated below by the applicant.)

Periodic inspections are required. We do not perform inspections that have been setup on the same day and all inspections are subject to the availability of the Code Officer. Failure to schedule appropriate inspections may result in an immediate Stop Work order being placed on the project as well as possible fines. Please be aware that there may be other requirements such as approvals and conditions from the Planning Board, Zoning Board, or other departments that may apply to this project. The issuance of this permit does not supersede those requirements.

On this date _____, I _____ have read and understand the above statement.

Permit Conditions:

Signature of Permitting Authority _____ Title _____ Date _____