

*Hometown Holidays*

### Promotional Signage Display Application

Installation Address	1200 E Broad (City Hall)	Suite No.	
Tenant/Business			
Applicant*	City of Mansfield - P+R	Phone No.	817-804.5795
*Will be called for information about the sign and when the permit is ready for pick-up			

<b>Sign Company</b>				
Name		Contact Name		
Address		City	State	Zip
Phone No.		Email		

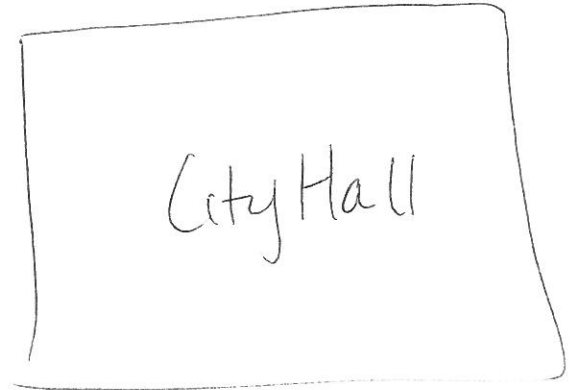
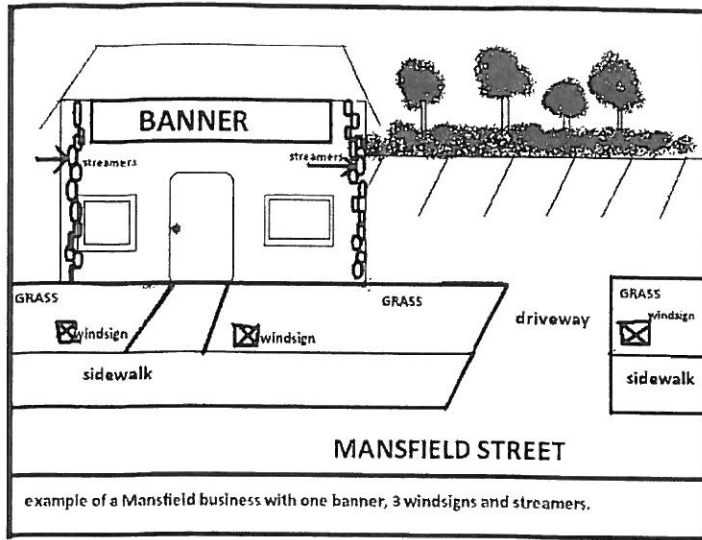
<b>Purpose of Sign</b>				
Special Event <input checked="" type="checkbox"/>	Sale or Promotion <input type="checkbox"/>	Grand Opening <input type="checkbox"/>	Other <input type="checkbox"/>	
Date Requesting Display to Begin				
<b>Type of Sign</b> <i>Flag banner</i>				
Banner <input checked="" type="checkbox"/>	Quantity:	Size in Sq Feet	Height and Width in Feet <i>10ft x 2ft</i>	
Balloon <input type="checkbox"/>	Quantity:	Wind Signs (pennants, streamers) <input checked="" type="checkbox"/>	Quantity: <i>1</i>	

<b>Please read and Include the Following Information With This Application</b>	
<i>THIS PERMIT APPLICATION WILL BE AUTOMATICALLY DENIED IF ALL INFORMATION IS NOT COMPLETED/PROVIDED.</i>	
<b>1. SIGN CONTENT:</b> For all signs, include a simple drawing or attach a picture of the sign, showing sign content and dimensions. <b>List everything that you plan to put up for the promotion.</b>	
<b>2. SITE PLAN SHOWING LOCATION OF SIGN(S):</b>	
A. For wall signs or banners, include a drawing of the face of the building with the sign(s). Label dimensions of buildings and sign(s).	
B. For all other signs, show the sign and its relation to the building on the property and to the lot boundaries. Label distances of sign(s) from building and lot boundaries.	
<b>3. NOTE:</b> One promotional signage display, (temporary signs such as banners, balloons, streamers or any kind of wind sign) is permitted three (3) times in a calendar year, for a maximum of fourteen (14) consecutive days. A minimum of ninety (90) days is required between each display. One (1) Grand Opening display is allowed for a period of twenty-one (21) consecutive days within the first three (3) months of the date of issuance of a certificate of occupancy or business license.	Permit Fee \$40

Applicant's Signature	<i>Ange Henley</i>	
Property Owner or Manager Printed Name & Signature		<b>*REQUIRED</b>

<b>FOR OFFICE USE</b>			
Comments			
Planning Dept	Approve <input type="checkbox"/>	Deny <input type="checkbox"/>	Date

## EXAMPLE OF SITE PLAN:



\* banner  
on  
Broad



Example of sign contents

