



**SIGN PERMIT APPLICATION**

Job Address: \_\_\_\_\_

**SIGN CONTRACTOR INFORMATION**

Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**PROPERTY / SIGN OWNER INFORMATION**

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**GENERAL INFORMATION**

Number of Existing Signs – Wall: \_\_\_\_\_ Freestanding: \_\_\_\_\_

Existing Sign Area in Square Feet – Wall: \_\_\_\_\_ Freestanding: \_\_\_\_\_

Proposed Number of New Signs – Wall: \_\_\_\_\_ Freestanding: \_\_\_\_\_

New Sign Area in Square Feet – Wall: \_\_\_\_\_ Freestanding: \_\_\_\_\_

Estimated Job Cost: \_\_\_\_\_

\*\*\* The Planning Division will contact you to verify your permit fee once we receive your completed application and review it according to City standards. Please do not begin work until we issue the permit. For fastest service, please make sure your sign contractor registration and local business license are up to date. Please contact the Planning Division with any questions at (434) 799-5260 or [plachhd@danvilleva.gov](mailto:plachhd@danvilleva.gov).

Job Address: \_\_\_\_\_

**PROPOSED SIGN INFORMATION**

**Sign #1 Type:**            Wall            Freestanding            Banner            Reface  
Location: \_\_\_\_\_ Building Frontage: \_\_\_\_\_  
Dimensions:    Height: \_\_\_\_\_ Length: \_\_\_\_\_ Depth: \_\_\_\_\_  
Sign Message: \_\_\_\_\_  
Comments: \_\_\_\_\_

**Sign #2 Type:**            Wall            Freestanding            Banner            Reface  
Location: \_\_\_\_\_ Building Frontage: \_\_\_\_\_  
Dimensions:    Height: \_\_\_\_\_ Length: \_\_\_\_\_ Depth: \_\_\_\_\_  
Sign Message: \_\_\_\_\_  
Comments: \_\_\_\_\_

**Sign #3 Type:**            Wall            Freestanding            Banner            Reface  
Location: \_\_\_\_\_ Building Frontage: \_\_\_\_\_  
Dimensions:    Height: \_\_\_\_\_ Length: \_\_\_\_\_ Depth: \_\_\_\_\_  
Sign Message: \_\_\_\_\_  
Comments: \_\_\_\_\_

**Sign #4 Type:**            Wall            Freestanding            Banner            Reface  
Location: \_\_\_\_\_ Building Frontage: \_\_\_\_\_  
Dimensions:    Height: \_\_\_\_\_ Length: \_\_\_\_\_ Depth: \_\_\_\_\_  
Sign Message: \_\_\_\_\_  
Comments: \_\_\_\_\_