



SIGN PERMIT

SIGN PERMIT APPLICATION

DATE: _____ PERMIT #: _____

TO BE COMPLETED BY APPLICANT

NAME AND ADDRESS OF:

OWNER: _____

TENANT: _____

SIGN CONTRACTOR: _____

MAIL PERMIT TO:
OWNER: _____ CONTRACTOR: _____
SIGN TYPE: _____

SIGN LOCATION: _____

FACIA: _____ FREESTANDING: _____

BUILDING HEIGHT: _____

OTHER: _____

BUILDING WIDTH: _____

SIZE OF SIGN(S): _____

PROPERTY AREA: _____

AREA TOTAL: _____

PROPERTY WIDTH: _____

AREA COPY: _____

ILLUMINATED: YES _____ NO _____

HEIGHT TO TOP OF SIGN: _____

REVOLVING: YES _____ NO _____

HEIGHT TO BOTTOM OF SIGN: _____

WEIGHT OF SIGN: _____

SIGN COPY: _____

CONTRACT PRICE: _____

PERMIT FEE: _____

SIGNATURE OF APPLICANT: _____

PHONE NO. _____

NOTE: ALL applications must include two (2) copies of the following information: (see sign Bylaw for further clarification). Most sign companies will be aware of these requirements.

1. Site plans drawn to scale indicating exact location of proposed and existing signs
2. Complete sign plans drawn to scale:
 - a. Freestanding sign and base;
 - b. Facia sign fastening details.
3. Sign elevation drawings for freestanding and facia signs (showing proposed location on building face).
4. Scale drawings of the sign copy and artwork,
5. Completed sign permit application forms.

NOTE: *Structural drawings, signed and sealed by an Engineer, may be required as part of this application.

District of Mission Building Bylaw 3590-2003

OWNER'S UNDERTAKING

Re: Property Address: _____

Legal Description: _____

Permit #: _____

This line to be completed by the District of Mission

This undertaking is given by the undersigned, as the *owner* of the property described above, with the intention that it be binding on the *owner* and that the District of Mission will rely on same.

I confirm that I have applied for a *permit* pursuant to Building Bylaw 3590 –2003 and that I have carefully reviewed and fully understand all of the provisions of the Bylaw and in particular understand, acknowledge and accept the provisions describing the purpose of the Bylaw, the conditions under which permits are issued, the disclaimer of warranty or representation and the limited extent of the scope of the Bylaw and inspections there under.

Without in any way limiting the foregoing, I acknowledge fully that it is my responsibility, whether or not any work to be performed pursuant to the *permit* applied for is done by me, my *agent*, a contractor or a *registered professional* to ensure compliance with the *Building Code* and the Bylaw.

I am not in any way relying on the District of Mission or the *Building Official* of the District of Mission, to protect the *owner* or any other persons as set out in the Bylaw and I will not make any claim alleging any such responsibility or liability on the part of the District of Mission or its *Building Official*.

Owner's Information:

Name: _____

Address: _____

Telephone: _____ Email: _____

Contact Person: _____

Telephone: _____ Email: _____

Date: _____

Signature: _____



D E V E L O P M E N T S E R V I C E S D E P A R T M E N T

AGENT APPOINTMENT

"I (We) the undersigned, being the registered owner(s) of the property located at _____
Property Address

_____ (the 'property') hereby irrevocably appoint
Property Address

_____ of _____
Name *Company*

_____, _____ as the agent
Telephone *Email*

for all purposes, including the granting of all undertakings, in respect of:

- an application for land development and any matters that are directly or indirectly related to the development application;
- the granting of any undertakings, in respect of an application for a building permit in accordance with the provisions of Building Bylaw 3590-2003 and any other matters that are contained directly or indirectly within the provisions of the bylaw"; and/or
- the demolition of a building(s) on the property.

Signature (registered owner)

Name (please print)

Signature (registered owner)

Name (please print)

Signature (registered owner)

Name (please print)

Dated _____