



**Development Services  
Sign Permit Application**

Sign Permit Address \_\_\_\_\_ Sign Elevation N S E W

CFW Sign Erectors License #(S/RS) \_\_\_\_\_ Registered Business Name \_\_\_\_\_

CFW Master Sign Contractor Reg. # (E/L) \_\_\_\_\_ Applicants Name \_\_\_\_\_

Contact Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Email address. \_\_\_\_\_

Type of Sign:

- \_\_\_\_\_ Attached Illuminated      \_\_\_\_\_ Detached Illuminated      \_\_\_\_\_ Developer (Subdivision Entrance)
- \_\_\_\_\_ Attached Non-Illuminated      \_\_\_\_\_ Detached Non-Illuminated      \_\_\_\_\_ Model Home
- \_\_\_\_\_ Portable      \_\_\_\_\_ Inflatable      \_\_\_\_\_ Billboard Repair
- \_\_\_\_\_ Banner

Sign Measurements (Please convert inch measurements into *FEET and round up*)

Double Faced (circle one) Yes or No

Actual Sign Height \_\_\_\_\_ Sign Width \_\_\_\_\_

Overall Height of Sign from Grade \_\_\_\_\_ Electrical Amps (if illuminated) \_\_\_\_\_

Business Name or Copy on Proposed Sign \_\_\_\_\_

**Temporary Portable and Inflatable Sign Release (NOT REQUIRED FOR PERMANENT SIGNS)**

**(WindFeather Signs cannot be permitted)**      *Portable and Inflatable signs require an 8 1/2" X 11" site plan (may be hand drawn)*

Tenant (Business or Organization whose advertisement will appear on sign) \_\_\_\_\_

Manager/ Operator (print) \_\_\_\_\_ Business Phone \_\_\_\_\_ Date \_\_\_\_\_

As property owner / manager of this property, I have authorized the tenant listed above to have placed a temporary portable / inflatable sign on or about (date) \_\_\_\_\_

In the location indicated on the attached site plan and in accordance with the applicable CFW sign codes. This authorization becomes null and void once the permit expires. A new authorization will be required when the space becomes available again in accordance with the CFW sign codes. *Designated representatives may not be the sign contractor.*

Signature \_\_\_\_\_ Print \_\_\_\_\_ Date \_\_\_\_\_

Property Owner / Manager / Representative

For permitting questions you may call Customer Service 817-392-2222  
or [Submit Service Request Here](#)

Please make all applications **ONLINE** at <https://aca-prod.accela.com/CFW>