



# CITY OF MCRAE-HELENA EST. 2015

**CITY OF MCRAE-HELENA**  
25 S 1<sup>ST</sup> AVENUE  
McRae-Helena, Georgia  
Phone: (229) 868-6051  
Fax: (229) 868-2747  
www.mcrae-helena.org

## SIGN PERMIT APPLICATION

PERMIT #:

Site Address: \_\_\_\_\_ Business Name: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Valuation of Job (Include Labor, Materials, and Profit): \$ \_\_\_\_\_

### PROPOSED WORK

New Sign/Awning       Replace Existing Sign/Awning       Alteration to Existing Sign/Awning

### TYPE OF SIGN

Freestanding/Ground       Fascia/Wall       Announcement:  
 Directory       Projecting       Billboard  
 Non-illuminated       Internally Illuminated       Externally Illuminated       Temporary/Banner: Dates \_\_\_\_\_ to \_\_\_\_\_

### SIGN DIMENSIONS

Width = \_\_\_\_\_ ft.      Height = \_\_\_\_\_ ft.      Overall Height = \_\_\_\_\_ ft.      Depth = \_\_\_\_\_ ft.  
Total Area = \_\_\_\_\_ sq. ft.      Lot Width = \_\_\_\_\_ ft.      Building Width = \_\_\_\_\_ ft.      Wall/Window Projection = \_\_\_\_\_ ft.  
Freestanding/Ground Sign: Distance from Edge of Sign to Right-of-Way = \_\_\_\_\_ ft.

### SIGN CONTRACTOR

Company: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

### ELECTRICIAN

Company: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

### APPLICANT CERTIFICATION

*I hereby certify that I have answered all of the questions contained herein and know the same to be true and correct. All work performed under this permit must comply with State law and local ordinances. Further, I understand that any permit issued, based upon false information or misrepresentation provided by the applicant, will be null and void and subject to penalty as provided by law and ordinance.*

\_\_\_\_\_  
Printed Name of Applicant (Not Company Name)

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

### FOR OFFICE USE ONLY

Zoning District: \_\_\_\_\_ Street Type: \_\_\_\_\_  
Zoning Use: \_\_\_\_\_ Height Allowed: \_\_\_\_\_  
Area Allowed: \_\_\_\_\_  
Approved:  Yes       No  
Building Official: \_\_\_\_\_

**Permit Fees:** Total Permit: \$ \_\_\_\_\_  
Due: \$ \_\_\_\_\_ Paid: \$ \_\_\_\_\_ Chk/MO#: \_\_\_\_\_  
Rem. Bal.: \$ \_\_\_\_\_ Rem. Paid: \$ \_\_\_\_\_  
Chk/MO#: \_\_\_\_\_