



**TOWN OF ERIN  
BUILDING DEPARTMENT**

5684 Trafalgar Rd. (WR 24)  
R. R. # 2 Hillsburgh ON, N0B 1Z0  
Phone: 519-855-4407  
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**SIGN PERMIT APPLICATION FORM**

*Plans and specifications must be submitted with this application for a permit to erect a sign, canopy or other advertising device. A detailed site plan showing the exact location of the proposed sign, noting distances to all lot lines, roadways, and buildings, must accompany this application. No sign is to be erected until municipal approval has been received.*

**Owner/Applicant:** \_\_\_\_\_

**Sign Permit No.:** \_\_\_\_\_

Location of the Sign (Municipal Address): _____	
Legal Description: _____	
<b>Owner:</b> _____ <b>Address:</b> _____ <b>Phone:</b> _____ <b>Fax:</b> _____	<b>Applicant:</b> _____ <b>Address:</b> _____ <b>Phone:</b> _____ <b>Fax:</b> _____
Type of Sign: (circle one) <b>1.</b> Upper Level Wall Sign <b>2.</b> Awning or Canopy Sign <b>3.</b> Ground Sign <b>4.</b> Portable Sign <b>5.</b> Fascia Sign <b>6.</b> Window Sign <b>7.</b> Subdivision Sign <b>8.</b> Sidewalk Sign * ( <i>*Please attach a copy of insurance certificate (see Sec. 18(2))</i> )	

**Sign Company/Contractor:**

Company Name: _____
Address: _____ Postal Code: _____
Telephone: _____ Fax: _____
Contact Person: _____

**Sign Details:**

Wording, Symbol or Picture on Sign: _____
Sign size: _____ x _____    Sign Face Area: _____ x _____    Total Sign Height: _____
Sign Clearance (from ground): _____    Sign Projection Area: _____
Installation/Anchorage Details: _____
Lighting Type (if applicable): _____    Estimated Value of Sign: _____

**Portable Signs Can be displayed a maximum of 30 consecutive days from the date of permit issuance. There is a limit of 4 portable sign permits / year / property. (excluding Portable Real Estate Signs):**

First day sign to be displayed: \_\_\_\_\_    Date sign to be removed: \_\_\_\_\_

The applicant understands:  
 THAT all work will be performed at the expense of the applicant;  
 THAT work must not commence before a permit is issued;  
 THAT the issuance of a permit does not relieve the applicant of the responsibility of complying with relevant Provincial Regulations and Municipal By-Laws;  
 THAT if a permit is issued it relates only to the sign as described in the permit;  
 THAT by signing the application the owner gives the Corporation of the Town of Erin and /or its agent permission to enter on the land to remove any sign that is altered or is not maintained in good repair according to the Sign By-Law #03-24, to regulate the use and erection of signs.  
 In consideration of any permit issued in respect to the application, we the applicants for ourselves, our heirs, executors, administrators, successors and assigns hereby agree to observe, keep and perform and be subject to the regulations and conditions of the said permit and to indemnify and save harmless the Corporation of the Town of Erin from and against all cost, damages, expenses, claims and demands whatsoever to which the "Corporation" may be put or which it may be liable by reason of anything done or omitted to be done in the construction, maintenance, alteration or operation of the work authorized.

\_\_\_\_\_  
**Owner's Signature**

\_\_\_\_\_  
**Agent's Signature**

\_\_\_\_\_  
**Date**