

SIGN APPLICATION PROCEDURES

The following procedure shall govern the application for, and the issuance of, all sign permits:

Application for a sign permit shall be made on the form provided by the City of Blairsville as required by the City. An application will only be deemed as complete when all required information and accompanying documents are received. The following information will be required at the time of application:

1. Name, address and telephone number of the party erecting the sign and of the sign owner.
2. The square foot area per sign.
3. The name(s) and addressees) of the owner(s) of the real property upon which the sign is to be located.
4. Prints or drawings of the plans and specifications for the proposed sign, together with structural details for construction and attachment to a building or replacement in the ground. A single submission may be permitted for standardized signs.

CITY OF BLAIRSVILLE SIGN PERMIT
Post Office Box 307
Blairsville, GA 30514
Phone (706) 745-2000 ~ Fax (706) 745-7326

APPLICATION FOR SIGN PERMIT

This application must be signed by the applicant and notarized. Every question must be fully answered with the answer typewritten or printed. If the space provided is not sufficient, answer on a separate sheet and indicate in the space provided that a separate sheet is attached. When completed, the application must be dated, signed, and verified under oath by the applicant and submitted to the City of Blairsville.

NOTICE: Any false answer to any question could result in the denial of a license, or in the event a license is issued, in the revocation or suspension of the license.

FOR OFFICIAL USE ONLY:	
Name of Business: _____	
Date Received: _____	
Approved: _____	Denied: _____

1. Type of Sign Permit: New Variance Non- Conforming

2. Name to Which the Sign Permit Will Be Issued, If Approved

Business Name/Individual Name: _____

Business Location Address _____

City _____ State _____ Zip Code _____

3. Applicant

Company Name _____

Individual Name _____

Mailing Address _____

City _____ State _____ Zip Code _____

Business Phone _____ Fax No. _____

Name of Sign Owner if Different from Applicant: _____

4. Monetary Value of Sign: \$ _____

5. Square Foot Area per Sign: _____

6. Name of Owner(s) of the real property upon which the sign is located:

Owner(s) _____

Mailing Address _____

City _____ State _____ Zip Code _____

7. The following documents must be received along with application or it will not be accepted:

- A. Name, address and telephone number of the party erecting the sign and of the owner.**
- B. The square foot area per sign.**
- C. The name(s) and addressees of the owner(s) of the real property upon which the sign is to be located.**
- D. Prints or drawings of the plans and specifications for the proposed sign, together with structural details for construction and attachment to a building or placement in the ground. A single submission may be permitted for standardized signs.**

All of the foregoing information is hereby given and all of the foregoing statements are hereby made under oath, willfully, knowingly and absolutely, and the same is and are hereby sworn to be true under penalty for false swearing as provide by law.

Sworn to and subscribed before me,

This ___day of _____, 20__.

Notary Public

My Commission Expires

Applicant Signature

Printed Name of Applicant

Title of Applicant

NOTE:

- **This application will not be accepted until it is completed with all required attachments.**
- **The City of Blairsville shall act within 5 working days from the date of the filing and inform applicant of any information or documents necessary for completion of the application. Once the application is determined complete, the City Council at the next regularly scheduled City Council Meeting shall review the application in accordance with the sign ordinance.**
- **Sign permits are not transferable.**