

CITY OF LOCK HAVEN, CODE ENFORCEMENT OFFICE  
20 E CHURCH STREET, LOCK HAVEN, PA 17745



**SIGN APPLICATION**

Date Received: \_\_\_\_\_

The Workers Compensation Reform Act (Act 44) requires that all contractors provide proof of workers compensation insurance before a permit will be issued or a notarized affidavit that insurance is not required under Act 44. City Resolution No. 848 requires that all contractors must provide proof of liability insurance before a permit will be issued.

**1. Applicant:**

Name \_\_\_\_\_  
Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_

**2. Firm erecting sign:**

Name \_\_\_\_\_  
Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_

**3. Owner of business:**

Name \_\_\_\_\_  
Signature \_\_\_\_\_  
Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_




**4. Owner of structure:**

Name \_\_\_\_\_  
Signature \_\_\_\_\_  
Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_

**5. Location of sign:**

Street name \_\_\_\_\_ Number \_\_\_\_\_

**6. Type of sign:**

Type * (See below)	Shape (Check one)				Size			Above Ground Level	
				Other	Square Feet	Horizontal Dimension	Vertical Dimension	Top	Bottom

\*Type (write choice above)

Permanent		Temporary	
Projecting P	Real Estate P	Projecting T	Real Estate T
Wall-mounted P	Free Standing P	Wall-mounted T	Free Standing T
Directional P	Hanging Window P	Directional T	Hanging Window T
Off-Premises P	Painted Window P	Off-Premises T	Painted Window T

**7. Number of signs on premises at present time: \_\_\_\_\_**

Select all that apply:

Permanent		Temporary	
<input type="checkbox"/> Projecting	<input type="checkbox"/> Real Estate	<input type="checkbox"/> Projecting	<input type="checkbox"/> Real Estate
<input type="checkbox"/> Wall-mounted	<input type="checkbox"/> Free Standing	<input type="checkbox"/> Wall-mounted	<input type="checkbox"/> Free Standing
<input type="checkbox"/> Directional	<input type="checkbox"/> Hanging Window	<input type="checkbox"/> Directional	<input type="checkbox"/> Hanging Window
<input type="checkbox"/> Off-Premises	<input type="checkbox"/> Painted Window	<input type="checkbox"/> Off-Premises	<input type="checkbox"/> Painted Window

**8. Plans of proposed sign must be attached to this application.**

Show location of building, structure or lot which sign is to be attached or erected, size of sign, relation to buildings, etc. All existing signs must be shown.

**9. Action by sign inspector:**

Approved  Disapproved  Date \_\_\_\_\_

By \_\_\_\_\_

Permit No. \_\_\_\_\_

Fee \$ \_\_\_\_\_

Remarks of sign inspector: