

# SIGN PERMIT APPLICATION

<input type="checkbox"/> <b>Charter Township of Pennfield</b> 20260 Capital Ave. N.E. Battle Creek, MI 49017 Phone: 269-968-8549 Fax: 269-968-2021	<h2 style="margin: 0;"><u>Area Metropolitan Services Agency</u></h2> <p style="margin: 0;">Please make your check payable to and send it to, the appropriate jurisdiction noted.</p> <p style="margin: 10px 0 0 40px;"><input checked="" type="checkbox"/> <b>Please mark box for appropriate jurisdiction.</b></p>	<input type="checkbox"/> <b>Newton Township</b> 7988 G Drive South Ceresco, MI 49033 Phone: 269-979-3212 Fax:												
<input type="checkbox"/> <b>Charter Township of Bedford</b> 115 S. Uldriks Drive Battle Creek, MI 49017 Phone: 269-965-9096 Fax: 269-965-9096	<input type="checkbox"/> <b>Leroy Township</b> 8156 Four Mile Rd. East Leroy, MI 49051 Phone: 269-979-9421 Fax: 269-979-9421	<input type="checkbox"/> <b>City of Battle Creek</b> 77 E. Michigan Ave. Battle Creek, MI 49014 Phone: 269-966-3382 Fax: 269-966-3654	<input type="checkbox"/> <b>Charter Township of Emmett</b> 620 Cliff Street Battle Creek, MI 49017 Phone: 269-968-0335 Fax: 269-968-0335	<input type="checkbox"/> <b>City of Springfield</b> 601 Avenue A Springfield, MI 49037 Phone: 269-965-2354 Fax: 269-965-2354										
<b>Date of Application:</b> _____ <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial		<b>Not Valid without Receipt No.</b> _____  <b>Permit No.</b> _____												
<b>Business Name:</b> _____		<b>Address:</b> _____												
		<b>City &amp; State:</b> _____		<b>Zip:</b> _____										
<b>Owner Name:</b> _____		<b>Address:</b> _____												
		<b>City &amp; State:</b> _____		<b>Zip:</b> _____										
<b>Zoning District:</b> _____		<input type="checkbox"/> <b>On Premise Sign</b> <input type="checkbox"/> <b>Off Premise Sign</b>												
<b>Existing Signage: List Number of Signs &amp; Square Foot Total</b> Number of Signs: _____ Total Square Feet: _____														
<b>Sign Contractor:</b> _____		<b>Electrical Contractor: (If Applicable)</b> _____												
Address: _____		Address: _____												
City & State: _____ Zip: _____		City & State: _____ Zip: _____												
Phone #: _____		Phone #: _____												
<b>Cost of Sign (less electrical installation cost):</b> _____ <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;"><b><u>Portable / Temporary</u></b></td> <td style="width: 50%;"><b><u>Permanent</u></b></td> </tr> <tr> <td>Administration Fee . . . . . \$20.00</td> <td>Administrative Fee . . . . . \$40.00</td> </tr> <tr> <td>Zoning Approval . . . . . \$10.00</td> <td>Zoning Approval . . . . . \$20.00</td> </tr> <tr> <td>Inspection Fee . . . . . \$20.00</td> <td>Inspection Fee (First \$1000 of cost) . . \$40.00</td> </tr> <tr> <td></td> <td>Each Additional \$1,000 . . . . . \$15.00</td> </tr> </table>					<b><u>Portable / Temporary</u></b>	<b><u>Permanent</u></b>	Administration Fee . . . . . \$20.00	Administrative Fee . . . . . \$40.00	Zoning Approval . . . . . \$10.00	Zoning Approval . . . . . \$20.00	Inspection Fee . . . . . \$20.00	Inspection Fee (First \$1000 of cost) . . \$40.00		Each Additional \$1,000 . . . . . \$15.00
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<b>Date Approved:</b> Building Inspector _____ Zoning Adm. _____														

### APPLICATIONS MUST INCLUDE CONSTRUCTION DRAWINGS AND SITE PLAN

# of Each	Type of Sign: Fascia, Roof, Free Standing, Etc.	Type of Material	Length		Width		# of Sides	Total Display Area		Height Above Street	
			FT	IN	FT	IN		FT	IN	FT	IN