



Ownership Information:

Property Location: _____ Phone (Home): _____
Owner Name: _____ Phone (Cell): _____
Mailing Address: _____ Email: _____
Property Roll Number: _____

Applicant Information:

Note: Should the applicant information differ from the ownership information, the "Owner's Authorization" section, located on page 2, is required to be completed by the registered owner.

Relation to Business: _____ Phone (Home): _____
Applicant Name: _____ Phone (Cell): _____
Mailing Address: _____ Email: _____

Designer Information:

Company Name: _____ Phone: _____
Mailing Address: _____ Email: _____

Sign Classification: *Check all that apply*

- Temporary Sign Awning Sign Canopy Sign Banner Sign
 Fascia Sign Projecting Sign Window Sign Ground Sign

Sign Illumination: *Check all that apply*

- N/A Interior Exterior Colour Variations Flashing/Movement

Proposed Sign Specifications:

Width of Sign: _____ Elevation and/or Site Plan Drawings attached
Distance from Grade: _____ Zone: _____
Property Road Frontage: _____ Height of Sign: _____
Number of Existing Signs: _____ Construction Material: _____
Type(s) of Existing Sign(s): _____ Width of Building: _____

Office Use Only

Date Received: _____ Approved By: _____
 Building Permit Req'd – Rec'd: _____ CoW Variance Required - Rec'd: _____
 Approved Approved with Condition Denied Date Issued: _____
Notes/Conditions: Renewal Required by Date: _____

Required Documentation/Information Completed and Attached:

- Site Sketch (Sign locations must be indicated)
- Elevation Drawings
- Installation and Structural Specifications
- Hold Harmless Agreement (page 2)
- Proof of Insurance

Declaration:

The undersigned hereby solemnly declares that:

- i) All of the above statements and the information contained in this application and all of the additional information transmitted herewith are true, and I/we make this solemn declaration conscientiously believing it to be true;
- ii) I understand that the issuance of a sign permit shall not be deemed a waiver of the provisions of any By-law or other regulation;
- iii) I acknowledge that in the event a permit is issued, any departure from plans or other materials filed in support of this application, specifications or locations proposed in this application is prohibited and such could result in the sign permit being revoked, there shall be no right to claim whatsoever against the Town of any official thereof and any such claim is hereby expressly waived.

Applicant Name (Please Print): _____
 Applicant Signature: _____ Date: _____

Hold Harmless Agreement:

The undersigned shall defend, indemnify and save harmless the Corporation of the Town of Smiths Falls, their elected officials, officers, and employees from and against any and all claims, actions, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever, including but not limited to bodily injury or damage to or destruction of tangible property including loss of revenue arising out of or allegedly attributable to the negligence acts, errors, omissions, whether willful or otherwise by _____, their officers, members, employees, contractors, or other who the _____ is legally responsible. This indemnity shall be in addition to and not in lieu of any insurance to be provided by the owner in accordance with this agreement and shall survive this agreement.

Owner or Authorized Person Name (Please Print): _____
 Signature: _____ Date: _____

Owner's Authorization:

I/We, _____, am/are the owner(s) of the land that is subject of this application for sign permit and I/We authorized _____ to make this application and act on my/our behalf.

Owner Signature: _____ Date: _____