

**TOWN OF SPRING LAKE SIGN PERMIT APPLICATION**

**PERMIT NO: S-**\_\_\_\_\_

Complete address where work will be performed: \_\_\_\_\_  
Spring Lake, NC. 28390

Permit to be issued to: (Contractor/Business Name) \_\_\_\_\_  
Address \_\_\_\_\_ Phone: \_\_\_\_\_  
NC License Number: \_\_\_\_\_ Spring Lake Business License No: \_\_\_\_\_

Complete Name of Property Owner: \_\_\_\_\_  
Property Owner's Address: \_\_\_\_\_  
Property Owner's Phone Number: \_\_\_\_\_

Electrical Contractor's Name: \_\_\_\_\_  
Contractor's Address: \_\_\_\_\_

**SIGN INFORMATION**

Type of Sign: \_\_\_\_\_

**New** \_\_\_\_\_  
Size of proposed sign \_\_\_\_\_  
Electrical load of sign \_\_\_\_\_

**Replacement** \_\_\_\_\_  
Current sign area \_\_\_\_\_  
Size of proposed sign \_\_\_\_\_  
Electrical load of sign \_\_\_\_\_  
Face replacement only \_\_\_\_\_

**Permit Fee** \$ \_\_\_\_\_

**Technology Fee** \$ 10.00

**Total Permit Fees** \$ \_\_\_\_\_

\*\*A minimum permit fee will be charged if priced items total less then the minimum permit fee.

**Special notes for sign permits:**

1. A complete set of plans, specifications, and method of construction must be submitted for review by the building inspector prior to the permit being approved.
2. A site plan indicating location must be submitted and approved by the zoning officer prior to submitting the permit application.
3. An electrical permit is required for all signs with electrical wiring.
4. Footings must be approved prior to setting the sign.

YOU MUST CALL TO SCHEDULE AN INSPECTION AT PROPER STAGE (S) OF WORK.  
CALL INSPECTIONS DEPARTMENT AT (910) 436-0241 TO SCHEDULE INSPECTION.

**The undersigned hereby makes application for permit and inspection of work described, and agrees to comply with all applicable laws regulating the work performed.**

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Approved by \_\_\_\_\_ Date \_\_\_\_\_

Disapproved by \_\_\_\_\_ Date \_\_\_\_\_