

**APPLICATION FOR A TEMPORARY SIGN PERMIT**  
**CONSTRUCTION OR ALTERATION**

*\* Incomplete applications will be rejected.*

**Permit fee - \$35 per display. 2 temporary permits per parcel, per calendar year.**

Date of application: \_\_\_\_\_ Date issued: \_\_\_\_\_

Permit #: \_\_\_\_\_ Zone district: \_\_\_\_\_

Address of sign location: \_\_\_\_\_

Tax parcel #: \_\_\_\_\_

Owner of land: \_\_\_\_\_ Owner or lessee of sign: \_\_\_\_\_

To be erected by: \_\_\_\_\_ City sign erectors' license #: \_\_\_\_\_

Applicant's address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Email address \_\_\_\_\_

Responsible Person \_\_\_\_\_ Date of Birth \_\_\_\_\_

-----  
**Temporary Signs** – NOTE: There is a 2 week limit for each permit & a limit of 2 permits per calendar year.

Description of temporary display: \_\_\_\_\_

Number and types of signs: \_\_\_\_\_

Dates of Display: \_\_\_\_\_

Did you obtain permission from the property owner for this permit? YES NO

**PROVIDE: SKETCH SHOWING WHERE SIGNS WILL BE PLACED.**

**NO SIGNS IN THE PUBLIC RIGHT-OF-WAY, CURB STRIP OR ON UTILITY POLES. SETBACKS REQUIRED FROM THE PUBLIC SIDEWALK.**

PLEASE RETURN TO COMMUNITY & NEIGHBORHOOD SERVICES – 3<sup>RD</sup> floor – CITY HALL

270 River Avenue

Holland, Michigan 49423

Phone: (616) 355-1330 Fax: (616) 546-7058 Email: [cns@cityofholland.com](mailto:cns@cityofholland.com)