



City of Fernie SIGN APPLICATION & PERMIT

BUSINESS NAME: _____

Civic Address: _____

Applicant Information:

Name: _____ Mailing Address: _____

Phone: _____ Fax: _____ Email: _____

Property Information:

Owner: _____ Mailing Address: _____

Phone: _____ Fax: _____

Legal Description: Lot _____, Block _____, DL _____, Plan _____ PID# _____

Sign Supplier / Installer Information:

Supplier: _____ Address: _____

Phone: _____ Fax: _____ Email: _____

Installer: _____ Address: _____

Phone: _____ Fax: _____ Email: _____

Incomplete applications will not be processed.

Please specify dimensions in metres or feet unless otherwise specified.

Type of Sign	Frontage of Business	Dimensions of Sign	Total Sq.ft. of Sign	Weight	Clearance from Grade	Total Height	Max. Lettering Size
Example:	33 ft	2 x 11 ft	22 sqft	5 lbs	13 ft	15 ft	8 inches
Awning Sign							
Fascia Sign							
Free Standing Sign							
Hanging Sign							
Projecting Sign							
Sandwich Board Sign							

Please see second page for Sign Permit Application Checklist.

Sign Permit Fee of \$20.00 per sign is enclosed. Yes

Signature of Applicant: _____

Signature of Signage Officer: _____ Date of Approval: _____

Signature of Building Official: _____ Date of Inspection: _____

Sign Permit Application Checklist

Include the following with the application:

- ___ a) Design drawing/sketch depicting sign material, authentic color scheme, full dimensions (metres/feet).
- ___ b) Construction drawings and specifications submitted (with full dimensions) if necessary.
- ___ c) Scaled elevation or photograph of Building Facade(s) including proposed sign placement.
- ___ d) Description of the means of attachment. _____
- ___ e) Type of lighting (cut sheet or photograph).
- ___ f) Site plan & landscape plans with full details for free standing signs.
- ___ g) Written permission from the property owner (if necessary).
- ___ h) Complete a Bond of Indemnity form for installation on or placement over City property (see below).

PROVINCIAL REGULATIONS

Please note: Other regulations of the Province of British Columbia may apply to the proposed sign. The City of Fernie does not administer such regulations. Issuance of a Sign Permit does not provide any assurance that the proposed sign complies with any such Provincial regulations. Applicants are urged to make their own inquiries with respect to any applicable Provincial regulations from the appropriate authority.

BOND OF INDEMNITY

I/We _____

Do hereby agree to indemnify and to save harmless the Corporation of the City of Fernie, its Officers and Employees in all matters relating to any work in respect of which this application is made including, but not limited to, liabilities, claims, demands, suits, actions, causes of action, damage, losses, cost, charges and expenses whatsoever arising out of construction and placement of the above signage, negligence which may result from the failure to comply fully with all bylaws, statutes and regulations.

Signed by the Owner: _____

Witness: _____

Date: _____

Date: _____