

BUSINESS NAME:			
Business Address:			
Business Email:		Business Phone:	
SIGN CONTRACTOR:			
Sign Co. Address:			
Sign Email:		Sign Phone:	
PROPERTY OWNER:			
Owner Address:			
Owner Email:		Owner Phone:	
Work Valuation: \$	Scope of Work (Be detailed):		

All submitted materials should be no larger than 8 ½" x 11" or 11" x 17".

<p>The submittal must contain three copies of the following if applicable for the types of signs proposed:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Completed Application <input type="checkbox"/> Image of Sign(s) <input type="checkbox"/> Sign Size – Square footage of entire sign and individual letters <input type="checkbox"/> Sign Colors <input type="checkbox"/> Sign Materials <input type="checkbox"/> UL/Third Party Listing Number <input type="checkbox"/> Mounting Specifications <input type="checkbox"/> Façade Length Information for Wall Signs <input type="checkbox"/> Accurate Plat of Survey or Site Plan to verify: <ul style="list-style-type: none"> - distance of sign from property line - length of street frontage information <input type="checkbox"/> Landscape Plan for Ground Signs <input type="checkbox"/> Electrical Plans <input type="checkbox"/> Sign Foundation information <input type="checkbox"/> Photometric Plan for Illuminated Sign 	<p>Sign Information:</p> <ul style="list-style-type: none"> <input type="checkbox"/> # Temporary Signs ____, Display Dates _____ <input type="checkbox"/> # Permanent Signs ____ <ul style="list-style-type: none"> <input type="checkbox"/> Wall ____ <input type="checkbox"/> Ground ____ <input type="checkbox"/> Awning/Canopy ____ <input type="checkbox"/> Projecting ____ <input type="checkbox"/> Other (_____) _____ <input type="checkbox"/> Sign Size(s) (area) _____ <input type="checkbox"/> Sign Height(s) _____ <input type="checkbox"/> Illuminated <input type="checkbox"/> Non-illuminated <input type="checkbox"/> A-Frame (good for calendar year)
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REQUIRED SIGNATURE

I hereby certify that the owner of record authorizes the proposed work, and that I have been authorized by the owner to make this application. Furthermore, I have read and examined this application and checklist. All provisions of laws and ordinances governing this work will be complied with, whether specified herein or not.

Applicant Signature:	Date:
Print Name:	

Notice:

- 1) The Village of Mundelein requires all contractors and subcontractors to be licensed with the Village under the provisions of Section 5.08.110 of the Village of Mundelein Municipal Code.
- 2) This permit application expires if a permit is not obtained within 6 months after it has been submitted and accepted by the Village as complete.