

TEMPORARY
PROJECTING

MOBILE
CANOPY

FASCIA
OTHER

FREESTANDING

CONTACT INFORMATION

OWNER: _____	APPLICANT: _____
MAILING ADDRESS: _____	MAILING ADDRESS: _____
CITY / PROVINCE: _____	CITY / PROVINCE: _____
POSTAL CODE: _____	POSTAL CODE: _____
PHONE NO.: _____	PHONE NO.: _____
EMAIL: _____	EMAIL: _____

PROPERTY INFORMATION

MUNICIPALITY: _____

LEGAL DESCRIPTION: _____

CIVIC ADDRESS: _____

DESCRIPTION OF WORK(S): _____

ILLUMINATION / LIGHTING:
(BACK LIGHTS / COLORS / FOOT CANDLES / ETC...) _____

PROPOSED SIGN INFORMATION

Height: _____ Square Footage: _____ Estimated Value: \$ _____

REQUIRED INFORMATION

Site Plan <input type="checkbox"/>	Engineer sealed drawings Maximum Hard Copy Size of 11" x 17" <i>(will be required if sign is freestanding, awning, canopy or fascia depending on size and the seal is required to be current within 1 year of application)</i> <input type="checkbox"/>
Status of Title <i>(current within 30 days of application)</i> <input type="checkbox"/>	Plan Review Fee payable by debit, cheque or cash <i>(Please refer to fee schedule)</i> <input type="checkbox"/>
Detailed Building Plans of the Sign Maximum Hard Copy Size of 11" x 17" <i>(diagram of logo or advertisement with all dimensions)</i> <input type="checkbox"/>	

ADDITIONAL REQUIREMENTS

(Following application RRPD to advise if further approvals are required – not an exhaustive list)

Proof of Ownership <input type="checkbox"/>	Manitoba Infrastructure and Transportation Approval <input type="checkbox"/>
Developers Approval <input type="checkbox"/>	Letter of Authorization <input type="checkbox"/>
Geotechnical Report <input type="checkbox"/>	<i>(if leasing the property a letter will be required outlining permission to place proposed signage from the owner of said property)</i>

DECLARATION

The undersigned hereby applies for a permit in accordance with this application, all municipal by-laws and provincial regulations applicable thereto.

Applicant Name: _____

Applicant Signature: _____ Date: _____

OFFICE USE ONLY:

PLAN REVIEW RECEIPT NO.: _____	ROLL NO.: _____
DATE OF SUBMISSION: _____	ZONE: _____
RECEIVED BY: _____	

DECLARATION

I, the undersigned am the authorized agent/owner named in this application for a permit. I acknowledge that;

1. All statements and representations contained in this application for permit and the plans and specifications are correct, accurate, and adhere to any applicable legislation, by-laws, codes and standards;
2. I am responsible for searching any caveats registered on title and ensuring that the construction complies with the caveats;
3. I am responsible for ensuring the construction complies with any development agreement registered against the title
4. Any unauthorized changes from the plans and specifications or building location as specified in this application shall void the permit;
5. The Principal Authority is relying upon the statements and representations made in the application and in the plans and specifications in considering the permit;
6. The issuance of a permit by the Principal Authority does not waive, amend or change any requirements in another by-law or provincial law and regulations; and I am responsible to ensure that the construction complies with any requirement in another by-law or provincial law and regulations. I understand that this may require me to apply to other agencies requiring permits/approvals;
7. The Principal Authority is not responsible for any claim, loss or damage caused by (1) an error, omission, or incorrect information contained in the application / permit or the submitted plans and specifications, (2) the application for permit and the plans and specifications not adhering to all applicable legislation, by-laws, codes, and standards, or (3) my failure to comply with the terms of the permit.
8. For administrative purposes, where information is missing or required to be included, authorization is given by the undersigned to add information where required in order to complete this application.

APPLICATIONS EXPIRE 6 MONTHS FROM THE ORIGINAL DATE OF SUBMISSION.

APPLICANT

(Print name)

(Date)

(Signature)

OWNER

(Print name)

(Date)

(Signature)