

**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** \$ 5.00

**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 \_\_\_\_\_