



801 – 228th Avenue SE • Sammamish, WA 98075 • Phone: 425-295-0500 • Fax: 425-295-0600 • web: www.sammamish.us

PERMIT NUMBER							
			-				

Sign Permit Application and Checklist

Check # _____

TYPE OF SIGN			
Real Estate			
	On-site Commercial		On-site Residential
	Off-site Directional		Subdivision
Commercial Office			
	Wall/Awning		Free Standing
	Projecting/Awning		Other
Project Description:			

PROPERTY

Property Address:	
City/State/Zip:	
Tax Parcel No:	
Legal Description:	Zoning:

PROPERTY OWNER

Name:	Phone/Fax:
Mailing Address:	City/State/Zip:
Email:	Cell:

OWNER'S AUTHORIZED AGENT/CONTACT

Name:	Phone/Fax:
Mailing Address:	City/State/Zip:
Email:	Cell:

GENERAL CONTRACTOR

Company Name:	Phone/Fax:
Contact:	
Mailing Address:	City/State/Zip:
Email:	Cell:
State License No:	Expiration:

SIGN INFORMATIONAL QUESTIONS

Does any other land use permit associated with this site regulate signage?				Yes		No	
How many freestanding signs are on the subject site?							
What is the total square footage of any existing signage on the wall proposed for signage?							
Will the sign be illuminated?				Yes		No	
Will the sign be a direction sign?	Yes		No	On-Site		Off-Site	
If yes, how many directional signs are proposed for the development?							
How many directional signs are associated with the development?							
What is the total value of the sign?							

SIGN CALCULATOR - Total Surface Area of Sign

List the total area for each proposed sign and total square footage for the wall proposed for signage. For letter and symbols, measure from the smallest square or rectangle which will enclose the combined letters and symbols.

Sign 1 _____ x _____ = _____ wall (sq. ft.) _____
height width total surface area (if applicable)

Sign 2 _____ x _____ = _____ wall (sq. ft.) _____
height width total surface area (if applicable)

Sign 3 _____ x _____ = _____ wall (sq. ft.) _____
height width total surface area (if applicable)

<i>Signature:</i>		<i>Date</i>	
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