

Filing Date: \_\_\_\_\_



City of Bowling Green  
Neighborhood and Community Services  
707 E. Main Ave  
PO Box 430  
Bowling Green, KY 42102-0430  
Phone: 270-393-3676 & 270-393-3615  
Fax: 270-393-3223  
[www.bgky.org](http://www.bgky.org)  
Email: [building.division@bgky.org](mailto:building.division@bgky.org)

**Temporary Sign Permit  
Application**  
**\$25.00 FEE PER SIGN/MONTH**  
*Please Print Clearly in Ink or Type*

**Permit # TS2019-**

**PERMIT LOCATION**

Permit Address \_\_\_\_\_ Suite/Unit/Apt \_\_\_\_\_ Zip Code \_\_\_\_\_

Subdivision \_\_\_\_\_ Project/Development Name \_\_\_\_\_

Lot # \_\_\_\_\_ Building # \_\_\_\_\_

**PROJECT INFORMATION**

Total Number of Sign(s) \_\_\_\_\_

I am installing the sign(s) for...  30 Days  60 Days  90 Days  120 Days

Sign(s) will be installed on \_\_\_\_\_ and removed on \_\_\_\_\_

The Sign(s) is/are...  Banners/Pennants  Objects  Portable Sign

Describe Object Sign(s) \_\_\_\_\_

**APPLICANT INFORMATION**

Applicant \_\_\_\_\_ Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Suite/Unit/Apt # \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_ Mobile \_\_\_\_\_

Check all that apply to Applicant's Role:  Property Owner  Business Owner  Other \_\_\_\_\_

Primary Contact \_\_\_\_\_ Office Phone \_\_\_\_\_

Email \_\_\_\_\_ Mobile Phone \_\_\_\_\_

Fax \_\_\_\_\_

***I the Applicant of this Permit do hereby understand the following:***

1. This Permit will be approved when **ALL** Reviews have been approved.
2. Each temporary sign is renewable every thirty (30) days up to 120 days at a cost of \$25.00 per sign/per month. Multiple month payments are accepted.
3. No sign may be placed in or extend over a public right of way or utility easement without the express written consent of the controlling jurisdiction or utility.
4. No sign shall be erected to obstruct free and clear vision of an intersection and/or traffic signals.
5. All freestanding temporary signs shall be set back a minimum of 20 feet from the edge of pavement.
6. No on premise sign shall contain commercial advertising which is unrelated to the existing use of the property.
7. Sign can be not attached to utility poles, trees, shrubs, or plants.
8. **NO REFUNDS ONCE PERMIT IS ISSUED.**
9. If the Temporary Sign Permit is not renewed, sign(s) are to be removed on : \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_