PO Box 1034 King City, Ontario, Canada Phone 905 833-2442 fax 905 833-4888



Mobile Sign Message & Change Request

Complete and return this form by fax to 905 833-4888

Name	Sign Installation Address			
	same			
Address	Date	Effective Date		
Municipality	Contact			
Postal Code	Phone	Fax		
Brampton				
Message:		 		
Message form can only have one 10" letter in				
each box. Large 20" letters require 4 spaces on				
two lines as shown in example:				
A				
Payment due on delivery by either:				
Cash Cheque Visa American Express Master Card				
Card #Expiry:				
Sign Price: \$ 195.00 plus 5% sales tax. Message Change Rates: \$ 55.00 plus taxes.				
Permit Required: Yes No Permit Fee: \$125.00 ASAP Rental to get Permit: Yes No				
The following documents are required in order to obtain a municipal permit:				
Landlord's Letter of Permission: Yes No Site Plan: Yes 3 copies No				
Landlord's verbal approval should always be obtained before placement of the sign.				

** Messages received by 12:00 PM will be done the following business day **

Complete and return this form by fax to 905 833-4888

This & other forms may be downloaded from our web site at www.stoplook.ca



Brampton

Building Division

8850 McLaughlin Road, Unit 1, Brampton, ON L6Y 5T1

Permits

Tel. 905-874-2401 Fax 905-874-2499 Inspections Tel. 905-874-3700 Fax 905-874-3763 **Zoning Services** Tel. 905-874-2090 Fax 905-874-2499

Building Permit Requirements

Portable Signs

Building Permit Application

- 1. Completed sign permit application form.
- 2. 3 copies of plans and specifications including:
 - Site plan or copy of an up-to-date property survey showing the location of the proposed sign, indicating setbacks from the property line(s), driveway access and any existing buildings on the site. Site plan must also show the exact location of any existing portable signs. Hand drawn sketches are not acceptable.
 - Where applicable, drawings of and information with respect to the building upon which the sign or advertising device is to be attached including the size and location of all other existing signs.
 - Where required by the Chief Building Official, a certificate of review from a structural engineer.
- 3. Portable Sign Permit Fee: \$125.00

Sign Permit Issuance

- 1. Contractors named on the application must obtain a City of Brampton contractor's licence for the current year. For information call (905) 874-2580.
- 2. The owner shall provide confirmation that a minimum of \$2 million liability insurance is in effect and the City of Brampton is included as an additional name insured.
- 3. Where a permit is to be issued to a party other than the owner, a form (Notice of Permission to Display a Portable Sign) signed by the owner shall be submitted for the authorization of work to be undertaken on the owner's property.
- 4. A validation sticker must be placed on the sign in a clearly visible fashion.
- 5. No person shall erect or display, or cause to be erected or displayed, a portable sign within a visibility triangle or in a manner which interferes with pedestrian or vehicular traffic.

NOTICE OF PERMISSION TO DISPLAY A PORTABLE SIGN

Where acquisition of the permit is being undertaken by other than the owner, this form shall be completed and returned to the Building Department prior to the issuance of a permit.

Date:		_		
То:	The Chief Building Official and Director City of Brampton, Building Division 8850 McLaughlin Road, Unit 1 Brampton, Ontario L6Y 5T1 Telephone #: 905-874-2401 Fax			
From:	Owner of Property			
	Address# Street		Postal Code	
	Contact Name:			
	Title:			
	Phone #:			
Re:	Portable Sign Permit Application:			
	Location:			
	Suite/Unit:			
	Name of Business:			
	Display Period for Sign: Start date	End da		
	onfirm the owner's consent for the tenant/occup in at the above noted location.	pant to acquire the necessary pe	ermits and to display a	
Signature				
Print Name		Title		