



Sign Permit Application

Sign Permit Address _____ Sign Elevation N S E W

CFW Sign Erectors License #(S/RS) _____ Registered Business Name _____

CFW Master Sign Contractor Reg. # (E/L) _____ Applicants Name _____

Contact Phone Number _____ Fax Number _____

Email address. _____

Type of Sign:

_____ Attached Illuminated _____ Detached Illuminated _____ Developer (Subdivision Entrance)

_____ Attached Non-Illuminated _____ Detached Non-Illuminated _____ Model Home

_____ Portable _____ Inflatable _____ Billboard Repair

_____ Banner (Temp Banners must be applied for by phone)

Sign Measurements (Please convert inch measurements into *FEET and round up*)

Double Faced (circle one) Yes or No

Actual Sign Height _____ Sign Width _____

Overall Height of Sign from Grade _____ Electrical Amps (if illuminated) _____

Business Name or Copy on Proposed Sign _____

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Temporary Portable and Inflatable Sign Release (NOT REQUIRED FOR PERMANENT SIGNS)

(Wind Feather Signs cannot be permitted) *Portable and Inflatable signs require an 8 1/2" X 11" site plan (maybe hand drawn)*

Tenant (Business or Organization whose advertisement will appear on sign) _____

Manager/ Operator (print) _____ Business Phone _____ Date _____

As property owner / manager of this property, I have authorized the tenant listed above to have placed a temporary portable / inflatable sign on or about (date) _____

In the location indicated on the attached site plan and in accordance with the applicable CFW sign codes. This authorization becomes null and void once the permit expires. A new authorization will be required when the space becomes available again in accordance with the CFW sign codes. *Designated representatives may not be the sign contractor.*

Signature _____ Print _____ Date _____

Property Owner / Manager / Representative

For permitting questions you may call Customer Service 817.392.2222 or email DevCustomerService@FortWorthTexas.gov

For plan review questions you may call Zoning 817.392.8028

Please make all applications **ONLINE** at <https://accela.fortworthtexas.gov/citizenaccess/>