

City of Baraboo  
101 South Blvd.  
Baraboo, WI 53913  
(608) 355-2730 phone  
(608) 355-2719 fax

## SIGN PERMIT APPLICATION

Permit #  
Fee Paid \$  
Receipt #

Date of Application: \_\_\_\_\_

1. Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

2. Property Owner Name: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner Phone: \_\_\_\_\_ Owner Email: \_\_\_\_\_

3. Address of Site: \_\_\_\_\_

4. Parcel Number of Site: \_\_\_\_\_

5. Accurate legal description of site (state lot, block, and recorded subdivision or metes and bounds description): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. Name of persons/company erecting the sign: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

7. Attach a scale drawing of the proposed sign showing the sign dimensions, the materials to be used, lettering, colors and type of illuminations, if any, and the method of construction and attachments.
8. Attach a scale site drawing of the proposed sign location on the site, location of lot lines, existing buildings, and existing signs on the same property.

9. Attach a scale site drawing showing all adjoining properties to the site where the proposed sign will be located, including lot lines and existing buildings and existing signs on all adjoining properties.

10. Describe verbatim all information (or type of information, message and /or images) to be displayed on each face of the sign: \_\_\_\_\_

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11. Describe in detail the mechanical workings of any illuminated information to be displayed on the sign: \_\_\_\_\_

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The undersigned applicant for a sign permit hereby agrees to defend, hold harmless and indemnify the City of Baraboo of Wisconsin, its officers, agents and employees from any and all claims and/or causes of action for bodily injury, death or property damage arising out of or resulting from the installation, maintenance or repair of the sign described in this application. The undersigned further covenants, warrants and represents that the undersigned has reviewed and is fully familiar with the provisions of the City of Baraboo Sign Code, Subchapter III of Chapter 17 of the City Ordinance Code, and that the proposed sign described in this application will be constructed, installed and maintained in accordance with the requirements of the Baraboo Sign Code.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Sign Contractor

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Property Owner

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