

**APPROVAL FOR TEMPORARY SIGNAGE**

The specific criteria for temporary signage is:

- Must be for a specific, timed event;
- May be displayed for no more than two months during any six month period, and must be removed within 7 days of the end of the event being advertised;
- May be up to, but no greater than 32 square feet in size;
- Must be on-premises (that is, **on private property where the event is taking place**, not in various locations around the community, except for special events authorized and sponsored by the City of Athens;
- Signs shall not be erected in or over the right of way of any road or highway;
- May not violate any other provisions of the Zoning Ordinance;
- Must be approved before being erected.
- Application for temporary signage may be submitted by email, by fax (256-233-8721), or by bringing said application to the Engineering Services and Community Development Department at City Hall, located at 200 Hobbs Street. For further information contact 256-233-2224.

Event: \_\_\_\_\_

Location of event: \_\_\_\_\_

Specific beginning and ending dates of event: \_\_\_\_\_

Sign erected on: \_\_\_\_\_ Removed on or by: \_\_\_\_\_  
(Date) (Date)

Location where sign(s) will be placed: \_\_\_\_\_

Vicinity Map supplied showing proposed location of sign: Yes \_\_\_ No \_\_\_

Sign Company: \_\_\_\_\_

Contact Person's Name: \_\_\_\_\_

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

Telephone number: \_\_\_\_\_ FAX \_\_\_\_\_

**SIGN**: Size \_\_\_\_\_ Height \_\_\_\_\_ Square Footage \_\_\_\_\_

I hereby affirm that the above detailed permitted temporary signage will be erected in said location on said date, and will be removed within 7 days of the end of the event.

\_\_\_\_\_  
Sign Representative  
Telephone Number: \_\_\_\_\_

Approved by ES&CD: \_\_\_\_\_

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