



City of Pauls Valley

Code Enforcement Department

P.O. Box 778 103 S. Chickasaw St. Pauls Valley, OK 73075 Fax (405)238-9361
 Code Enforcement Officer: Todd O'Quinn * 405-238-3308 ext. 161 * E-Mail toquinn@cityofpaulsvalley.com
 Code Enforcement Officer: Brad Smith * 405-238-3308 ext. 162 * E-Mail bsmith@cityofpaulsvalley.com

SIGN PERMIT APPLICATION

Instructions: Applicant to complete numbered spaces and attach supporting materials per "Plans Required" checklist below.
 INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

1. Project Address: _____	2. Name of Business: _____
3. Class of work: Circle One New Addition Replacement (see 8 below) Repair (No permit required)	
4. Sign Type: Circle all that apply DURATION: PERMANENT ANNUAL 60 DAYS 30 DAYS 10 DAYS (Grand Opening Only) ATTACHMENT: GROUND WALL WINDOW OTHER TYPE: SINGLE BUSINESS JOINT BUSINESS ID BUILDING ID ADDRESS ID BANNER BALOONS (30 Days Only) PENNANTS (30 Days Only) CONSTRUCTION OTHER: _____	
5. Sign Description: Sign Dimensions: _____ Direction(s) Sign Faces: North South East West Sign Area (soft) _____ Sign Overall Height _____ Sign Text Graphics _____	6. Contractor: Name: _____ License# _____ Address _____ City _____ State _____ Zip _____ Phone# _____ Fax# _____
7. Will Electricity be Involved? Yes No Input Amps: _____ (If yes provide name of a licensed contractor) Name: _____ Phone# _____	
8. Describe Existing Signs: (If any) Type: _____ Size: _____ Location: _____	
9. Valuation: \$ _____ (no cents)	The permit fee is computed on valuation of sign. The valuation is the total value of work to be done under this permit and includes all labor, materials, electrical, etc.
10. Acknowledgement: The granting of a permit or approval of plans shall not be construed as permission to violate any federal, state or local laws. Special notice is hereby given that additional requirements, notices and regulations will be printed on the permit and plans and that all additional requirements, notices and regulations and all laws and ordinances governing this type of work will be complied with whether specified herein or not. Special notice is hereby given that permit issued will become null and void if the authorized work or construction is not commenced in 160 days, or work is suspended or abandoned for 160 days, or if no inspections are obtained within a 6 month period from approval date. All permanent signs require inspections. Violations of Sign Code are misdemeanors subject to corrective action and / or penalties. I agree to abide by all laws and ordinances governing this type of work whether specified herein or not and hereby certify that I have read and examined this application and know the same to be true and correct. Printed Name: _____ Phone# _____ Signature: _____ Date: _____ (please circle if agent of: Owner Contractor)	