



# CITY OF WINSTON-SALEM INSPECTIONS DIVISION APPLICATION FOR SIGN PERMIT



Bryce A. Stuart Municipal Building  
Suite 328  
100 E. First Street  
Winston-Salem, NC 27101  
P.O. Box 2511  
Winston-Salem, NC 27102-2511

Phone: 311 or (336) 727-8000  
Fax: (336) 727-2792

**Office Use:**

Date \_\_\_\_\_ A.P. # \_\_\_\_\_ CT \_\_\_\_\_ MAP \_\_\_\_\_

Zoning \_\_\_\_\_ Block# \_\_\_\_\_ Lot # \_\_\_\_\_ ; \_\_\_\_\_ ; \_\_\_\_\_ DOC \_\_\_\_\_

Directions \_\_\_\_\_

**Applicant Information: all related fields must be filled in**

Address of Job \_\_\_\_\_ Project Name \_\_\_\_\_

Property Owner's Name \_\_\_\_\_

Property Owner's Address \_\_\_\_\_

Property Owner's Phone ( \_\_\_\_ ) \_\_\_\_\_ Fax ( \_\_\_\_ ) \_\_\_\_\_

Contractor's I.D. # \_\_\_\_\_ General Contractor License # \_\_\_\_\_

Contractor's Name \_\_\_\_\_

Contractor's Address \_\_\_\_\_

Contractor's Phone ( \_\_\_\_ ) \_\_\_\_\_ Contractor's Fax: ( \_\_\_\_ ) \_\_\_\_\_

With each sign submittal two sets of plans are required; three are appreciated. Each type of sign needs a separate application and a separate set of plans. (Example: one wall sign and one ground sign at the same site requires two separate applications and two separate sets of sign plans.)

Description of sign work:

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

**Please indicate the type and number of signs for which you are applying:**

Ground/Monument (on premises-freestanding 6' or shorter in height) \_\_\_\_\_  Electrical Work?

Ground/Monument (on premises-freestanding, over 6' in height) \_\_\_\_\_  Electrical Work?

Ground (off premises freestanding) \_\_\_\_\_  Electrical Work?

Projecting \_\_\_\_\_  Electrical Work?  Attached/Wall \_\_\_\_\_  Electrical Work?

Panel Change-out \_\_\_\_\_  Electrical Work?

Total Project Cost: \$ \_\_\_\_\_ (include all associated costs)

Name of Contact: \_\_\_\_\_ Phone # ( \_\_\_\_ ) \_\_\_\_\_

Fax # ( \_\_\_\_ ) \_\_\_\_\_ Email Address: \_\_\_\_\_

*The applicant hereby certifies and agrees as follows: 1) That he/she has read the above information and it is true and correct; 2) If any information supplied by applicant is incorrect or missing, the permit review time will be delayed.*

Signature of Owner/Agent/Contractor: \_\_\_\_\_ Date: \_\_\_\_\_