



801 Burlington Avenue
Downers Grove, IL 60515

Temporary Sign Permit application

_____ - TSG - _____

Community Development Department
630-434-5515

1. BUSINESS WHERE SIGN IS TO BE LOCATED

Name of Business: _____ Business Phone: _____
Business Address: _____ PIN: _____
Email: _____ Contact Person: _____

2. PROPERTY OWNER / LANDLORD

Same as business owner
Last Name: _____ First Name: _____
Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Email: _____

3. APPLICANT

Check One: Business (skip to #4) Property Owner/Landlord (skip to #4) Other _____ (Please complete below)
Last Name: _____ First Name: _____
Applicant's Business Name: _____ Email: _____
Applicant's Business Address: _____ City: _____ State: _____ Zip: _____
Business Phone: _____

4. TEMPORARY SIGN SUBMITTAL REQUIREMENTS

A letter from the property owner/landlord providing permission for the temporary sign and the dates they are approving the temporary sign to be displayed.
 Site plan identifying where the sign will be located on private property.
Temporary sign location: Ground mounted on private property Attached to building
Start Date: _____ End Date: _____ Banner Size: _____ X _____ (32 sq. ft. maximum)
Content of Temporary Sign: _____

5. REQUIRED APPLICANT SIGNATURE

Applicant Signature Applicant Name (printed) Date