

Application form for a
permit of signboard

SECTION 1: GENERAL INFORMATION

Name of the applicant (s) _____

Are you the owner? yes no
 If not, power of attorney? yes no

Postal address _____

Telephone number (home) () _____
 Telephone number (work) () _____
 Fax number () _____

SECTION 2: IDENTIFICATION OF LOCATION

Location of project if different from postal address _____

Lot(s) number(s) _____ Range _____ Township _____
 Roll number _____

Is it a piece of land adjacent to a lake, water or swamps? yes no

SECTION 3: DESCRIPTION OF THE PROJECT

fastened detached

- Cost of sign(s) only: _____
- Starting date of work: _____
- Termination date of work: _____

SECTION 4: PERSON(S) RESPONSIBLE FOR WORK

Name, address and telephone number, number of contractor or other person responsible for the project

No. RBQ : _____ No. Enterprise NEQ : _____

Company _____
 Address _____
 Telephone number _____
 Fax number _____



The application must be accompanied by the following documents and information:

Verification list – The following documents must be with the request for application:

- Proof of ownership of a piece of land in question if purchased last year;
- Power of attorney signed by the owner authorizing the applicant to make an application in his name;
- The details of construction
- The request for application duly completed;
- Two (2) copies of construction plans TO SCALE and the following plans:
 - General dimensions and the area of the signboard;
 - Its height from the level ground;
 - The four elevations with EXACT ground levels (north, south, east, west);
 - The details of construction;
 - The details of walls showing the materials used;
 - For each room indicate usage;
 - The identification of all materials used;
 - The method of lighting;

- If the signboard is on post or on to walls; two (2) copies of a plan TO SCALE showing:
 - General dimensions and the area of the signboard;
 - The public streets boundaries;
 - The others boundaries of the property where will be the signboard(s);
 - The location of the signboard(s) in relation with other structure;

- If the signboard is on a building or on a construction; two (2) copies of a plan TO SCALE showing:
 - The width of the front of the building or the construction showing the exact location of the area of the signboard;

I the undersigned _____ hereby declare that the information given above is complete and true.

Signed at _____ this _____

By: _____

NOTE: The present form was created to accelerate the application for a permit procedure and does not, in any case, constitute a complete application or authorization to build. The designated employee hereby reserves the right to request additional document(s) or information(s) giving him a clear and precise understanding of your project.