



City of Bedford

Sign Permit Application

Department of Planning & Community Development

Applicant Information

Applicant Name _____ Date of Application _____

Property Information

New Construction OR Existing Structure Residential OR Commercial

Property Address _____ Zoning _____
Bedford, VA 24523 Tax Map ID # _____

Owner Information

Owner Name _____ Owner Address _____
Owner Phone # _____

Contractor Information

Contractor Name _____ Owner is Contractor
Contractor Address _____ State License # _____
License Class _____
Contact Name _____ Mobile Phone # _____
Email Address _____ Fax # _____

Lessee Information

Lessee Name _____ Does Not Apply
Lessee Address _____ Contact Name _____
Lessee Phone # _____

Architect/Engineer/Designer Information

Arc./Eng./Des. Name _____ Does Not Apply
Address _____ Contact Name _____
Phone # _____

Lien Agent Information

Lien Agent Name _____ Does Not Apply
Lien Agent Address _____ Contact Name _____
Phone # _____

Attached Signage Information

- Drawings showing the height, sign perimeter and area dimensions, means of support, method of illumination (if applicable), landscaping, and design for the existing and proposed signs.
- A record plat, plan, or drawing showing dimensions of buildings and the relationship of buildings and/or signs to adjacent property lines, sidewalks, streets, intersections, and buildings.
- Type of sign and sign structure, and general description of structural design and construction materials.

Signature of Owner or Representative _____ Date _____