

**CITY OF BIRMINGHAM**  
**Community Development - Building Department**  
**151 Martin Street, Birmingham, MI 48009**

Permit # \_\_\_\_\_

Community Development: 248-530-1850  
 AMG Inspection Request Site: <https://www.accessmygov.com>  
 Fax: 248-530-1290 / [www.bhamgov.org](http://www.bhamgov.org)

Project # \_\_\_\_\_

**SIGN PERMIT APPLICATION**

I. JOB LOCATION					
Job Location Address:			Business Name:		
Contact Name:			E-Mail*:		
Phone:	Cell:		Fax:		
II. CONTRACTOR INFORMATION					
Sign Company			Company Address		
City	State		Zip		
E-Mail Address			Office Phone		
Cell			Fax		
Federal Employer ID #		MESC Employer Number/Reason for Exemption			
Sign Contractor Licensee Name:			Sign Contractor Licensee Number		
Sign Specialist Licensee Name:			Sign Specialist Licensee Number		
III. DESCRIPTION OF WORK		<input type="checkbox"/> NEW		<input type="checkbox"/> ALTERATION	
<b>Type</b>	<input type="checkbox"/> Ground	<input type="checkbox"/> Marquee	<input type="checkbox"/> Roof	<input type="checkbox"/> Wall	<input type="checkbox"/> Projecting
<b>Class</b>	<input type="checkbox"/> Electric	<input type="checkbox"/> Non-Electric	<input type="checkbox"/> Temporary	<input type="checkbox"/> A-Frame	<input type="checkbox"/> Roof
<b>Materials</b>	<input type="checkbox"/> Metal	<input type="checkbox"/> Wood	<input type="checkbox"/> Plastic	<input type="checkbox"/> Glass	
<b>Number of Signs</b>	Size _____ x _____ = _____ square footage If a wall sign, indicate wall to be used: <input type="checkbox"/> Front <input type="checkbox"/> Rear <input type="checkbox"/> Side				
IV. SIGN PERMIT FEES					
<b>FEE DESCRIPTION</b>	<b>NUMBER OF SIGNS</b>	<b>AMOUNT</b>			<b>TOTAL</b>
SIGN(S)		\$2.00/sq ft - Minimum \$100.00			
REGISTRATION FEE		\$25.00			
SIGN BOND		\$200.00			
				<b>TOTAL FEES DUE</b>	
V. APPLICANT'S SIGNATURE					
Signature:		Print Name:		Date:	
*By providing your email to the City, you agree to receive news and notifications from the City. If you do not wish to receive these messages, you may unsubscribe at any time.					
VI. DEPARTMENT USE ONLY					
PLANNING DEPT. APPROVAL _____					
BUILDING DEPT. APPROVAL _____					
<b>Note: All permanent signs must be approved by the Historic District/Design Review Boards prior to submittal and installation. An electrical permit application is required for electrical signs, which will require a sidewalk inspection. Please provide all applicable installation details and hardware specifications- a building permit may be required.</b>					