



Permit No. \_\_\_\_\_

**CITY OF LONGMONT SPECIAL EVENT SIGN PERMIT  
GENERAL INFORMATION**

Applicant \_\_\_\_\_ Phone \_\_\_\_\_

Applicant address \_\_\_\_\_

Property Owner \_\_\_\_\_

Owner address \_\_\_\_\_

**Address of Special Event** \_\_\_\_\_

SPECIAL EVENT TYPE:     Grand Opening                       Public or Charitable Event  
    Special Sale                                       Holiday  
    Special Event                                       Other \_\_\_\_\_

TYPE OF SIGN:                       Banner                                       Flag  
(mark as many as                       Pennant                                       Balloons (height restricted to 30')  
apply)                                       Other \_\_\_\_\_

**DATES SIGN(S) WILL BE DISPLAYED: Starting \_\_\_\_\_ Ending \_\_\_\_\_  
YOU MUST MARK THE EXACT DATES SIGNS WILL BE DISPLAYED ON THE BACK OF THIS PERMIT**

Number of signs \_\_\_\_\_ Total number of days sign(s) will be displayed \_\_\_\_\_

Date of last special event permit \_\_\_\_\_ (Fee of \$10 and Must be at least 30 days between events)

On-site location of special event sign(s): \_\_\_\_\_  
\_\_\_\_\_

Description of the special event sign(s): (Size, color, material, lettering, etc.)  
\_\_\_\_\_  
\_\_\_\_\_

*NOTE: A special event sign permit issued by the City of Longmont shall be valid only for the dates indicated on the back of this permit. A business shall be issued a special event sign permit for a period no greater than thirty (30) days in any six (6) month period. Businesses located in residential zone districts are restricted to fourteen (14) days in any six (6) month period. The permit may be revoked if complaints are received by the City which indicate a violation of the conditions set forth in the special event permit or conditions which negatively affect the general public's health, safety or welfare. No special event sign may be placed on public property, connected to streetlights, or utility facilities, nor be placed in such a manner as to interfere with the public health, safety or welfare. The City without contact to the property owner may remove such signs.*

**I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL EVENT SIGN PROVISIONS**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date