



City of Sisters
Temporary Sign Permit
Application

See Chapter 3.4.1000 of the Sisters Development Code

Fee Schedule: Per Sign

\$10.00

Ownership and Applicant Information

Applicant / Owner Name(s): _____	Phone: _____
Address: _____	Email: _____
Establishment Name: _____	
Sign Designer / Installer: _____	Phone: _____
Address: _____	Email: _____

Sign Type: ******Temporary Signs shall be a maximum of twenty (20) square feet in area******

Banners shall be limited in size, number and locations. Describe briefly or attach a facsimile:

- **Temporary signs shall be a maximum of twenty (20) square feet in area.**
- Temporary signs shall be displayed not more than one week before an event and be removed the day after the event.
- Total time for a temporary sign to be displayed shall not exceed 10 days. Exceptions to this time limit are temporary window signs, businesses coming or going, or seasonal signage which may be displayed for 30 days prior to the event and removed the day after the event.
- No extensions of these times will be permitted. If temporary signs are not removed the day after the event, City employees or their agents shall remove the sign and the applicant will be billed for any removal costs.
- Signs may not be displayed in the public right-of-way, and shall have the permission of the property owner on which they are displayed.
- If signs are to be displayed on school district property, school administration approval is required before approval of a temporary sign permit by the City of Sisters.

Please make permit fees payable to the City of Sisters. If sign is to be displayed on school district property, please make permit fees payable to the school where the sign will be displayed (e.g. Sisters Elementary School).

Owner / Applicant Signature _____ Date _____

City of Sisters Approval _____ Date _____

School District Approval (if required) _____ Date _____

For Office Use Only:

Date Received: _____	Fee Paid: _____
Rec'd By: _____	Receipt #: _____



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