



*Borough of Caldwell*  
Construction Office

One Provost Square • Caldwell, NJ 07006 • 973-403-4626 • Fax 973-226-6734

**SIGN PERMIT/APPLICATION**

Application Date: \_\_\_\_\_ Permit # \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Address of Business: \_\_\_\_\_

Block \_\_\_\_\_ Lot \_\_\_\_\_

Sq. Footage of Sign: \_\_\_\_\_ Sq. Footage of 1<sup>st</sup> Floor Façade \_\_\_\_\_

NEON SIGNS ARE NOT PERMITTED

1. Attach sketch of building showing placement of sign.
2. Attach copy of sign design including all dimensions
3. If sign is free-standing, attach copy of survey showing placement of sign.

Indicate what sign will be made of (ie: wood, metal, plastic)

Indicate colors of Sign

Indicate type of lighting for sign – If lighting is required an Electrical Permit must be obtained from the Construction Office

If installing an awning, show dimensions, placement of awning on building, lettering, height of lettering and colors.

PLEASE REFER TO SIGN ORDINANCE FOR GUIDANCE

The fee is \$60.00 per sign (excluding any construction permits)

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Amt. Paid: \_\_\_\_\_ Date: \_\_\_\_\_