

**CITY OF MEDFORD**  
**Sign Permit**

Signs in all districts shall conform to the listed requirements in Section 4.84 of the Medford City Code. Owners shall be required to obtain a permit from the City prior to erecting or significantly modifying a previously approved sign.

If the work authorized under the permit has not been completed within one year after the date of the issuance, the permit shall be null and void.

APPLICANT \_\_\_\_\_ E-MAIL \_\_\_\_\_

PHONE \_\_\_\_\_ (H) \_\_\_\_\_ (W) \_\_\_\_\_ (FAX)

ADDRESS \_\_\_\_\_

OWNER OF SIGN \_\_\_\_\_ E-MAIL \_\_\_\_\_

PHONE \_\_\_\_\_ (H) \_\_\_\_\_ (W) \_\_\_\_\_ (FAX)

ADDRESS \_\_\_\_\_

INSTALLER OF SIGN \_\_\_\_\_ E-MAIL \_\_\_\_\_

PHONE \_\_\_\_\_ (H) \_\_\_\_\_ (W) \_\_\_\_\_ (FAX)

SIGN INSTALLATION LOCATION ADDRESS/PARCEL # \_\_\_\_\_

Total number of signs on the site \_\_\_\_\_

Size(s) of proposed signs \_\_\_\_\_  
(Attach additional information if necessary)

Sign Permit Fee \$25.00 per sign      Cash \_\_\_\_\_      Check # \_\_\_\_\_

\*Signs requiring a County issued building permit, must pay fee to the County.

**REQUIRED SUBMITTALS:**

- Site plan
- Plans, location specifications, method of construction and attachment
- Plans showing elevations, distances, size and details of the signs

**SIGNATURE OF APPLICANT** \_\_\_\_\_ **DATE** \_\_\_\_\_

**SIGNATURE OF CITY OFFICIAL** \_\_\_\_\_ **DATE** \_\_\_\_\_