

## Checklist

- Signed copy of application
- Permit fee of \$75
- Signed landlord approval letter  
(Must be on landlord's letterhead)
- 2 color copies of proposed signage to include:
  - 1. Sign dimensions & square footage
  - 2. Type of sign (banner or A-Frame)
  - 3. Method of attachment
  - 4. Sign location on building or site (if freestanding)

# Temporary Sales Promotional Sign Permit



## Application Form

Application Fee  
\$75



## Community Development and Services

240 Water St.  
P. O. Box 95050  
Henderson, NV  
89009-5050

Phone: 702-267-1500

Fax: 702-267-1501

[cityofhenderson.com](http://cityofhenderson.com)



# Temporary Sales/Promotional (on-site) Permit

Application  
Form

Business Name \_\_\_\_\_

Location/Address \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ FAX: ( ) \_\_\_\_\_

Date sign will be installed \_\_\_\_\_ Date sign will be removed \_\_\_\_\_

### TYPE OF SIGN

- Banner (36 sq. ft. or smaller attached to building)
- A-Frame (3' x 3' -- 9 sq. ft. maximum)

<b>Applicant</b>	Name _____ Company _____
	Address _____ City _____
	State _____ ZIP Code _____ Phone ( ) _____
	Email _____

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

**All temporary signs are subject to section 19.8.9.B of the City of Henderson Development Code.**

<b>For Office Use Only</b>									
<b>CTMP#</b>									
<b>Accepted by</b>									
<b>Date</b>									