



SIGN PERMIT APPLICATION

City of Elberton
203 Elberton Street
Elberton, Georgia 30635
706-213-3116

PERMIT NUMBER _____

Applicant Information:

Name(s): _____ Telephone#: _____

Address: _____

City: _____ State: _____ Zip: _____

Email Address: _____

Sign Information:

Location address: _____ Elberton, GA 30635

Located in the Historic District: ☐ No ☐ Yes (*Attach copy of COA*)

City of Elberton Business License Number: _____

Name of sign company: _____

Estimated cost of sign(s): _____

Illuminated Sign: ☐ Unlighted ☐ Lighted ☐ Internal ☐ External (*Animated & flashing signs are prohibited*)

Type of Sign(s): ☐ Awning ☐ Mansard ☐ Marquee ☐ Parapet ☐ Projected ☐ Roof
☐ Under-Canopy ☐ Wall (or Façade) ☐ Window ☐ Ground/Freestanding

Accurate sign plan(s) and details must be attached to application.

MAKE SURE TO INCLUDE PERMIT APPLICATION CHECK LIST DOCUMENTS.

I understand that I remain responsible for all permit conditions, fees, and work performed at the site location above. I acknowledge the City of Elberton fee schedule as provided. I certify that the information provided is true and accurate to the best of my knowledge.

Signature of Applicant: _____ Date: _____

PERMIT FEE SCHEDULE:

TYPE	DESCRIPTION	FEE	QUANTITY	TOTAL DUE
Sign	\$1,009.00 value or less	\$65.00		
	Over \$1,010.00 value	\$72.00		
	Plus for each 1,000 over \$1,010.00	\$7.00		
			TOTAL DUE:	

PERMIT APPLICATION CHECKLIST:

The following list of documentation is required before a permit will be issued. Incomplete forms will not be processed and will delay permit issuance. Please return this form with all permit application submittals. All documents must be legible.

- _____ Completed and signed permit application(s)
- _____ E-Verify Affidavit (Pursuant to O.C.G.A. 36-60-6(d) required for professional contractors only
- _____ Copy of Certificate of Appropriateness issued by the HPC if property is located within the historic district
- _____ SAVE Affidavit (Pursuant to O.C.G.A. 50-36-1(E)(2) required for professional contractors and homeowners (self-work)
- _____ Other as stated on permit application

Information above received by Zoning Department:

Acknowledgement by: _____ Date: _____