



## City of Bloomfield Hills

45 E. Long Lake Road

Bloomfield Hills, Michigan 48304-2322

Phone (248) 644-1520 Fax (248) 644-4813

[www.bloomfieldhillsmi.net](http://www.bloomfieldhillsmi.net)

<b>REQUEST FOR AUTHORIZATION FOR USE OF A TEMPORARY SIGN</b>
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### I. APPLICANT / ORGANIZATION

ORGANIZATION'S NAME:	ADDRESS:
CONTACT PERSON:	TELEPHONE NUMBER: (      )
CITY / ZIP CODE:	E-MAIL ADDRESS:

### II. SIGN INFORMATION

#### A. Location of Sign:

ADDRESS:	
REQUESTED START DATE:	DATE OF SIGN REMOVAL:

#### B. Sign Announcement:

MESSAGE:
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#### C. Sign Elements:

DIMENSIONS:	CONSTRUCTION MATERIAL:
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#### Temporary Sign Restrictions

You must abide by the following regulations when using and/or requesting a temporary sign:

- Only one sign is allowed per organization, event and/or announcement.
- The maximum time frame for the sign to be erected is two weeks.
- Signs cannot be located in the right of way, signs must be setback at least 20 feet from the edge of the road,
- Signs cannot exceed 24 square feet and must be constructed of wood or a non-combustible material.
- Temporary signs shall have a black background with gold lettering.
- Please attach a sketch or copy of the sign.

The sign must be placed on private property with written approval from the property owner.

### III. APPLICANT'S SIGNATURE

SIGNATURE:	DATE:
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### IV. PROPERTY OWNER'S APPROVAL SIGNATURE

SIGNATURE:	DATE:
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### V. VALIDATION – FOR CITY USE ONLY

APPROVAL SIGNATURE:	
TITLE:	DATE: