

**CITY OF DULUTH - APPLICATION FOR SIGN PERMIT**  
**TEMPORARY SIGNS ONLY**

DATE \_\_\_\_\_

BUSINESS NAME: \_\_\_\_\_

PERMIT # \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE # \_\_\_\_\_

ZIP CODE: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

- Temporary Sign/Banner (Good for **14** consecutive business days/1 permit per quarter per address)
- New Business Sign (Good for **30** consecutive days/ one time only for businesses new to Duluth)
- Signs associated with an approved Temporary Use Permit

**Temporary Sign:** A sign displaying advertising that is temporary in nature, is not permanently attached to the ground or sign surface and is utilized for special events such as but, not limited to, grand openings, seasonal sales, liquidations, going out of business sales, fire sales, and promotions. Includes any "attention getting device", banners, ground signs, sandwich boards, a-frame signs, or other sign that is not permanently affixed.

**Attention Getting Device.** Any pennant, valance, propeller, spinner, ribbon, streamer, search light, balloon, painted color banding, or similar device or ornamentation designed for having the effect of attracting the attention of potential customers or the general public and shall be considered a sign and shall meet the requirements of this Ordinance. Neon shall be considered an attention getting device and shall be prohibited if on the exterior of the building or if readily visible from the exterior of the building.

<u>SQUARE FTG.</u>	<u>TYPE OF SIGN</u>	<u>SQUARE FOOTAGE</u>	<u>TYPE OF SIGN</u>
1. _____ \	_____	4. _____ \	_____
2. _____ \	_____	5. _____ \	_____
3. _____ \	_____	Please list each sign separately.	

The City of Duluth is not responsible for the proper design, erection, and maintenance of any sign permitted. As to each and every sign erected pursuant to this application, the applicant hereby assumes the entire responsibility and liability for any and all damages, injury, death or destruction of any person or property resulting from or arising out of any act or omission in connection with the design, erection or maintenance of the sign, whether caused by the applicant, the City of Duluth or any of its agents, servants and employees or by any third parties. The applicant shall indemnify and hold harmless the City of Duluth, its agents, servants and employees, past and present, from and against any and all loss and/or expense without limitation which the or either of them may suffer, pay or be obligated to pay as a result of suits or claims which arise as described in the preceding sentence, irrespective of negligence on the part of the City of Duluth (except that the City of Duluth shall not be indemnified for its own, sole negligence). The applicant, if requested, shall assume and defend at their own cost, any suit, action or legal proceeding arising therefrom, and the applicant hereby agrees to satisfy, pay and cause to be discharged of record any judgement which may be rendered against the City of Duluth arising therefrom. All signs must be installed in compliance with the Duluth Building Code.

**The following must be followed at all times or a citation will be issued:**

- All signs must be located out of the public right-of-way or they will be confiscated.
- Double the permit fee shall be charged for any sign installed without first obtaining a permit.
- The City of Duluth does not enforce protective covenants.
- Maximum 5 signs, 300 square feet of total signage.
- Sign drawings must label colors, materials, measurements, and other pertinent information about the sign.
- Fluorescent and day glow colors prohibited. Air and gas filled balloons prohibited.
- All signs must be removed on the expiration date of the permit or a citation will be issued.
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PRINT NAME \_\_\_\_\_

SIGNATURE OF APPLICANT \_\_\_\_\_

**OFFICE USE ONLY**

PERMIT FEE \$ \_\_\_\_\_

INSTALLATION DATE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_