

Property Information	
<b>Municipal Address</b> <i>(if applicable)</i>	
<b>Legal Description</b> <i>(all/parts of)</i>	
Lot	
Block	
Registered Plan	

Application Info <i>(for office use only)</i>	
<b>Permit #</b>	
<b>Approved By</b>	<input type="checkbox"/> MPC / <input type="checkbox"/> DO / <input type="checkbox"/> SDAB
<b>Refused By</b>	<input type="checkbox"/> MPC / <input type="checkbox"/> DO / <input type="checkbox"/> SDAB
	Permit Issuance Permit Expiry
	<b>Date</b>

Type of Sign	
Sign Type	Quantity
Portable/Temporary <input type="checkbox"/>	
Fascia <input type="checkbox"/>	
Free Standing <input type="checkbox"/>	
Not for Profit <input type="checkbox"/>	
Highway Bulletin <input type="checkbox"/>	
Other <input type="checkbox"/>	

Registered Land Owner <i>(if not the applicant)</i>	
Name	
Business Name	

Signage Posting Dates	
From	
Until	

Applicant	
Name	
Business Name	
Mailing Address	
City, Province	
Postal Code	
Phone	
Email (required)	

Declarations
<input type="checkbox"/> I hereby consent to the use of information included in this application for promotional purposes, news, research and/or educational purposes.
<b>Name of Applicant:</b>
x _____
<b>Signature of Applicant:</b>
x _____
<b>Date:</b> _____

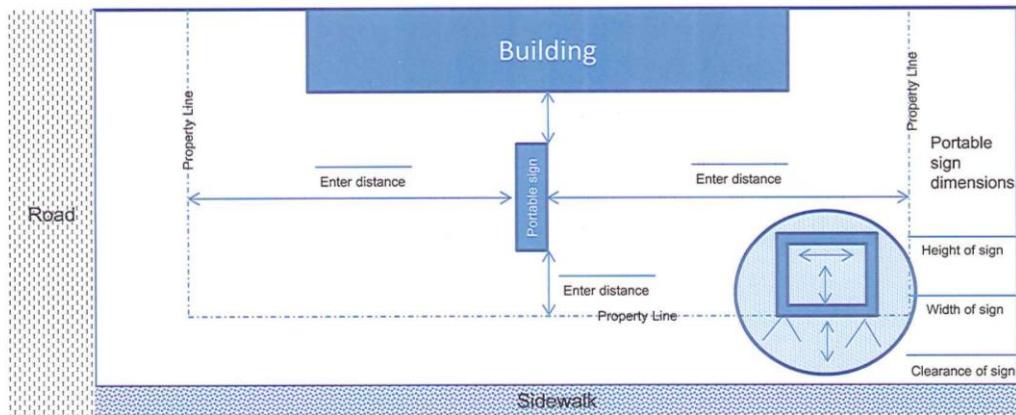
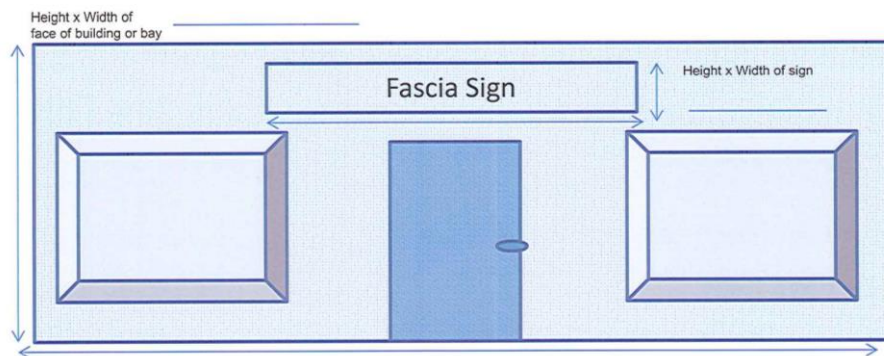
Sign Company <i>(if not the applicant)</i>	
Company Name	
Mailing Address	
City, Province	
Postal Code	
Phone	
Email (required)	

Receipt Information	
Fee	
Receipt Number	
<b><u>Name on Receipt</u></b>	

*The information on this form is collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act and the Land Use Bylaw and is used solely for Planning, Engineering, Economic Development and Assessment/Taxation purposes. Questions about the collection of this information can be directed to the Team Leader, Planning & Development department at 400 Main Street SE, Airdrie, Alberta, T4B 3C3, telephone (403) 948-8848.*

**See reverse for application requirements**

Item	Format Requirements
<input type="checkbox"/> <b>Application Fee</b>	See current Planning Fee Schedule
<input type="checkbox"/> <b>Authorization Letter</b>	An original letter of authorization from the registered landowner (if applicant is other than owner)
<input type="checkbox"/> <b>Location Map / Site Plan</b>	8.5" x 11" sized set
<input type="checkbox"/> <b>Description of Sign</b>	With dimensions in metric. One colour scalable set required (11" x 17")
<input type="checkbox"/> <b>Scalable Drawings</b>	One set (11" x 17") of the face of the building or bay being leased. (Fascia, Canopy, Awning Signs)
<input type="checkbox"/> <b>Certificate of Title</b>	For the subject lands, dated no later than 30 days from the date of the application. For a copy of the Certificate of Title(s) go to the Land Titles website at: <a href="http://www.spin.gov.ab.ca">www.spin.gov.ab.ca</a> .



**PLEASE NOTE: FASCIA SIGNS SHALL NOT EXCEED 20% OF THE FACE OF THE BUILDING OR THE FACE OF THE BAY AREA BEING LEASED BY THE TENANT (drawings must show dimensions)**

*The above list is a generalized list of requirements. The Development Authority may require additional information (see Land Use Bylaw No. B-01/2016).*