

Fill out, print, and submit this form in person along with \$7 to the Planning and Building Department located at 1414 Mission Street, South Pasadena, CA 91030.



City of South Pasadena Planning and Building Department

Banner Permit Application

Date: _____

Business Name: _____

Address: _____

Applicant Name: _____

Phone Number: _____

Banner Dimension: _____

Banner Text: _____

Dates of Display _____

Banner Location: _____

Application Fee: **\$7.00**

Banner Regulations:

1. A banner permit must be obtained from the Planning and Building Department prior to displaying any banner.
2. Banners can be displayed on a temporary basis only, for a maximum of 30 consecutive days and no more than 90 cumulative days per calendar year. **THIS PERMIT EXPIRES ON** _____.
3. Banners must be removed after 30 consecutive days. A \$100 citation will be issued if banners are not removed after the allowed time period.
4. A banner permit shall not be issued sooner than 14 days after the end of a previous permit
5. Only **one** banner per business shall be permitted for display at any given time.
6. Banners must be made of a pliable weather-resistant material such as canvas, vinyl, or the like.
7. The total surface area of any temporary banner shall not exceed 32 square feet.

For Office Use Only

Business License Application Received

Business License Current

Issued By: _____ Date: _____