

**CITY OF MT. MORRIS**  
**APPLICATION FOR TEMPORARY/PORTABLE SIGNS**

**APPLICANT INFORMATION**

Applicant Name \_\_\_\_\_ Name of Business \_\_\_\_\_  
Contact Name \_\_\_\_\_ Telephone # \_\_\_\_\_  
Street Address \_\_\_\_\_  
\_\_\_\_\_

**SIGN DESCRIPTION**

Date \_\_\_\_\_ Location of Sign \_\_\_\_\_  
Dates Sign will be displayed From: \_\_\_\_\_ To: \_\_\_\_\_  
Description of Sign \_\_\_\_\_  
Size of Sign \_\_\_\_\_ Height of Sign \_\_\_\_\_  
Has a sign been previously issued for this business? YES  NO  If yes, when? \_\_\_\_\_  
\_\_\_\_\_

**ACKNOWLEDGMENT**

The undersigned hereby submits this application to display a temporary/portable sign and acknowledges that they have read the conditions under which approval is given (attached) The undersigned also understands that if the sign is not removed by the specified date, the City shall have the right to have the sign impounded.

\_\_\_\_\_  
Applicants Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Reviewed By

\_\_\_\_\_  
Date

**APPLICATION FEE**

A temporary/portable application fee of \$30.00 must be submitted with this application. A permit from the City of Mt. Morris must be issued before any signs are displayed. Applications and fees must be returned to the City Hall for processing.

**OFFICE USE ONLY:**  
\_\_\_\_\_

DATE PAID: \_\_\_\_\_

CHECK NUMBER: \_\_\_\_\_