

**City of Montezuma, Georgia  
Application for Sign Permit**

**Date of this request:** \_\_\_\_\_

**Organization Name:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Mailing address:** \_\_\_\_\_

**Telephone number:** \_\_\_\_\_

**Address for which this request is made:** \_\_\_\_\_

**This sign will be:** Attached to building:  Free standing:   
(check all that apply) Window lettering:  Off premises:

All applications must be accompanied by detailed drawings (8 ½ x 11 paper) of the proposed sign including all dimensions. Colors must be indicated on the detailed drawing.

Photographs from at least two angles must be provided with the location of the proposed sign clearly marked on the photograph.

**Provide additional comments here:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Witness Signature**

Mail completed application to:

**Montezuma Planning and Zoning Commission  
City of Montezuma  
P.O. Box 388  
Montezuma, GA 31063**

Since photographs are required, FAXed applications cannot be accepted. The Montezuma Planning and Zoning Commission must approve applications for Sign Permits. Applicants should allow up to 15 days for the approval process to be completed.

Approved applications will be forwarded to the City Clerk who will issue the Sign Permit to the applicant. There is a \$25 fee per sign for sign permits. Signs may not be erected until the City Clerk has issued a permit.

**Spaces below are for Planning and Zoning Commission use only.**

Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Fee: \_\_\_\_\_