



TEMPORARY SIGN APPLICATION

Permit Number:

Temporary signs may be permitted for the announcement of temporary uses such as a grand opening, special sales or events, fairs, revivals, sporting events and any nonprofit event or function.

1. Temporary signs can contain only the business name or the product of the business
2. Temporary signs shall be allowed for a period not to exceed thirty (30) days and shall be removed within five (5) working days after the event. A period of thirty (30) days must elapse between the removal of the temporary/portable sign and the installation of another temporary/portable sign on the same site, therefore, a business can only have six (6) temporary sign applications per year. The applicant obtaining the sign permit shall be responsible for removal of the sign upon expiration date.
3. Temporary signs cannot be placed on utility poles or street signs. Temporary signs cannot be placed in right of ways.
4. A temporary sign must be for business located in Pickens County or a municipality of Pickens County.
5. An applicant cannot have more than five (5) temporary signs in the City of Pickens at one time.
6. Non-political corrugated plastic signs with the metal wiring are prohibited within the City of Pickens.

Business Name:	
Property Address:	
Applicant:	Phone:
Mailing Address:	
Email Address:	
Dates the temporary sign will be displayed:	(date) to (date)
Brief description of the sign, including type of material used, and how the sign will be secured:	
 Physical location of sign(s):	
Fees:	
1) \$5 for temporary signs for 30 days	
2) \$0 for grand opening signs for 60 days	
3) \$0 for non-profits for 30 days	

Signed:	Date:
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OFFICE USE ONLY	Date Fee Paid:
Expires:	Final Approval Signature:

NOTE: A PAID FEE AND COMPLETED APPLICATION DOES NOT MEAN AN APPROVED APPLICATION. THE CITY PLANNER OR ADMINISTRATOR ARE THE ONLY PERSONS ALLOWED TO APPROVE TEMPORARY SIGN PERMITS. YOU DO NOT HAVE PERMISSION TO SET UP A TEMPORARY SIGN UNTIL YOU RECEIVE THIS APPROVED PERMIT. A TEMPORARY SIGN PLACED BEFORE APPROVAL CAN LEAD TO A FINE.

City of Pickens
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