



**TOWN OF KITTERY, MAINE**  
PO BOX 808, KITTERY, MAINE 03904  
(207) 439-6807

**PERMIT APPLICATION**  
**BUILDING MOUNTED SIGNS**

**PLEASE READ ALL INSTRUCTIONS**

This application will not be processed if not filled out completely. Incomplete or illegible applications or issuable permits will not be returned unless accompanied by a stamped, self-addressed envelope and a check for permit fee made out to the "Town of Kittery". Fee per sign requested is \$25.00. Do not enclose cash.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Business Name

\_\_\_\_\_  
Name of Applicant(s)

\_\_\_\_\_  
Business Address

\_\_\_\_\_  
Applicant's Telephone Number

\_\_\_\_\_  
City                      State                      Zip

\_\_\_\_\_  
Business Location in Kittery

\_\_\_\_\_  
Tax Map #

\_\_\_\_\_  
Tax Lot #

\_\_\_\_\_  
Zoning District

\_\_\_\_\_  
Business Telephone Number

\_\_\_\_\_  
Total number of businesses at this Map / Lot number

\_\_\_\_\_  
Length of building (in feet) on side of principal entry(ies)

\_\_\_\_\_  
Total number of building-mounted signs currently in place

\_\_\_\_\_  
Total area (sq. ft.) of existing building mounted signs

\_\_\_\_\_  
Number of signs requested on this permit

\_\_\_\_\_  
Total area (sq. ft.) of sign(s) requested on this permit

**PLEASE SEE IMPORTANT INFORMATION ON REVERSE OF THIS FORM**

IMPORTANT

1. APPLICANT MUST ENCLOSE AN ACCURATELY DRAWN SKETCH OF EACH SIGN REQUESTED WITH EXACT DIMENSIONS CLEARLY SHOWN.
2. APPLICANT MUST ENCLOSE AN ACCURATELY DRAWN SKETCH FOR EACH SIGN REQUESTED SHOWING LOCATION OF SIGN(S) ON THE BUILDING.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Property Owner (NOT LEESEE)

\_\_\_\_\_  
Date

*IF APPLICANT AND PROPERTY OWNER ARE THE SAME, ENTER "SAME" ON LINE 2.*

\_\_\_\_\_  
Signature of Code Enforcement Officer

\_\_\_\_\_  
Date