



**City of Vestavia Hills, Alabama  
Department of Building Safety**

**TEMPORARY SIGN PERMIT APPLICATION**

**NON-PROFIT 501(c)(3) ORGANIZATION**

PERMIT # \_\_\_\_\_

NON-PROFIT ORGANIZATION NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE # \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

DATES SIGNS DISPLAYED FROM \_\_\_\_\_ TO \_\_\_\_\_

NUMBER OF SIGNS REQUESTED \_\_\_\_\_

**DESCRIBE SIGN COPY - ATTACH ADDITIONAL INFORMATION AS NECESSARY**

SIGN LOCATION	TYPE OF SIGN	SIZE

**ORDINANCE NUMBER 2301 – Article 11 SIGN REGULATIONS**

Rules: Temporary Signs for non-profit 501(c)(3) organizations, such as for charitable fundraising events, shall require a permit, however, the permit shall be at no cost. The location, number and, and size of the signs are at the direction of the Mayor. Such signs shall be removed within 48 hours following the event. Failure to remove the signs in a timely manner may affect issuance of future permits. Temporary signs cannot be placed in State or County right-of-way located within the City of Vestavia Hills.

\_\_\_\_\_  
Signature DATE \_\_\_\_\_

\_\_\_\_\_  
Representative of Organization - Please Print

**FOR OFFICE USE ONLY**

BUILDING SAFETY _____	Recommended / Not Recommended	_____ DATE
DEPARTMENT HEAD _____	Recommended / Not Recommended	_____ DATE
CITY MANAGER _____	Approved / Not Approved	_____ DATE
NOTES _____		