

**PLANNING & DEVELOPMENT DEPARTMENT
BUILDING DIVISION**

CITY OF NORTH VANCOUVER
141 WEST 14TH STREET, NORTH VANCOUVER, BC V7M 1H9
T 604 982 WORK (9675)
BUILDINGPERMITS@CNV.ORG



SIGN PERMIT APPLICATION

Site Address: _____ Unit# _____

Name on Sign: _____

APPLICANT	Owner	Tenant	Contractor
Name:	_____		Applicant Company: _____
Address:	_____		City: _____
Province:	_____	Postal:	_____
Day Phone:	_____	Email:	_____
Contact Name:	_____	Day Phone:	_____ Email: _____

To access and pay for this application on CityServe, list an email address associated with your CityServe account. Email: _____

To create a CityServe account, go to <https://cityserve.cnv.org/>.

BUSINESS LICENCE

Business Licence #: _____

FEES PAID BY (If not Applicant)

Name: _____ Address: _____

City: _____ Province: _____ Postal: _____

Day Phone: _____ Cell Phone: _____ Email: _____

SIGN TYPE

Awning		Base		Canopy		Fascia	
Freestanding		Projecting		Under Awning			
Under Canopy		Wall		Other			

SIGN PERMIT APPLICATION

SIGN DIMENSIONS (Must Enter Dimensions in Metric. Table must be filled out completely)

	Height		Width		Area	
Sign		M		M		SQ M
Copy		M		M		SQ M
Facade		M		M		SQ M

Building Permit # _____ (For New Canopy, Awning or Freestanding)

Electrical Permit # _____ (For sign connection if illuminated)

Sign Permit Fee: \$ _____

Completion Deposit: \$ _____ \$100.00

Total Paid: \$ _____

Applicant Signature

Date

Office Use: Permit #

The permit will be issued when all the conditions and requirements of City Bylaws and codes are met.

The City is collecting your personal information in accordance with Section 26(c) of the *Freedom of Information and Protection of Privacy Act*. The City collects your information for the purposes of administering City programs and services, including permits and licensing services. If you have any questions, please contact the Privacy Coordinator at 141 West 14th Street, North Vancouver, BC V7M 1H9 or FOIPPrivacy@cnv.org or 604-985-7761.