

**SIGN PERMIT APPLICATION**  
CODE COMPLIANCE DEPARTMENT  
200 W. WASHINGTON AVE.  
COVINGTON, TN 38019  
901-476-7191 Ext. 1046  
[codecompliance@covingtontn.com](mailto:codecompliance@covingtontn.com)

Owner Name \_\_\_\_\_ Phone \_\_\_\_\_

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

Mailing Address \_\_\_\_\_

Email Address \_\_\_\_\_

Address of Sign \_\_\_\_\_

Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Identification Sign

\_\_\_\_\_ Residential Sign

**\*Flashing Signs NOT Allowed**

\_\_\_\_\_ Attached Sign

\_\_\_\_\_ Projecting Sign

**\*Address #s must be on the sign**

\_\_\_\_\_ Off Premise Sign

\_\_\_\_\_ Portable Sign

**\*Electrical signs require Electrical Permit**

\_\_\_\_\_ Mall Grouping Sign

\_\_\_\_\_ Temporary Sign

Location of sign on property: \_\_\_\_\_

Size \_\_\_\_\_ Sketch: Design & Location: \_\_\_\_\_

Located in Historic District: Yes \_\_\_ No \_\_\_ Colors for Historic: \_\_\_\_\_

Estimated cost of sign: \$ \_\_\_\_\_ Permit Fee: \$ \_\_\_\_\_

**TEMPORARY SIGN ONLY:** \*See sign regulations for the allowed time of display.

Dates to be used: from \_\_\_\_\_ to \_\_\_\_\_

**I, the applicant, have read and understand the City of Covington Sign Regulations\* and agree that any signs erected based on this permit will comply completely with these regulations. I understand that any work not authorized by this permit will be removed at my expense. I also understand that this permit is not approved until notification from the Code Compliance Officer.**

**I acknowledge that failure to remove this sign upon closure of a business will result in fines and court costs.**

\_\_\_\_\_  
Date

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

**THIS IS NOT A PERMIT – DO NOT PROCEED UNTIL YOU RECEIVE APPROVAL.**

.....  
\_\_\_\_\_ Approved      Comment: \_\_\_\_\_

\_\_\_\_\_ Disapproved  
Code Official: \_\_\_\_\_