

TEMPORARY SIGN PERMIT APPLICATION

TEMPORARY SIGN PERMIT PROCEDURE

There are three types of temporary signs permitted with the submittal of an over-the-counter form and \$10 fee. Once payment form is processed and payment received, information is shared with Bozeman Code Compliance, so that officers are aware of permitted temporary signage.

- Sales / Special Events- Permitted up to 30 Days per calendar year
- New Business / Grand Opening- Permitted up to 60 days, once per lifetime of business
- Seasonal- Permitted up to 180 days per calendar year

BUSINESS INFORMATION

Business Name: _____
Mailing Address: _____
Contact Name: _____ Contact Phone: _____
Contact Email: _____ FAX: _____

SIGN DETAILS

Address Where Sign Will Be Displayed: _____
Date Sign to be Erected: _____ Date Sign to be Removed: _____
Type and Purpose of Sign: _____
Size (Sq. Ft) and Dimensions of Sign: _____
Location of Sign on Property (Sketch Below): _____

APPROVALS

Applicant's Signature: _____ Date: _____

Approval Signature: _____ Date: _____

Review Fee: \$10 per permit Cash Credit Card Check # Fee Paid: Yes No

[Section 38.560.040 Bozeman Municipal Code](#) - Temporary signs may be permitted only as follows: Temporary signs may be-permitted only with an approved temporary sign permit; All temporary signs must comply with size, height, and location requirements of this division 38.560; A property may have temporary sign(s) on display for no more than 30 cumulative days per calendar year (January 1 to December 31). A new business or nonprofit organization, during its initial calendar year in business or in existence, may display temporary sign(s) for a maximum of 60 consecutive days; A person who conducts seasonal operations, such as garden greenhouses, boat showrooms, or ski rental facilities, may apply for a longer term temporary sign permit which may be approved for a period not to exceed 180 days. [BMC Sec.38.560.030 – Prohibited Signs](#) - Feather banners, flag signs, portable signs (including sandwich boards), or anything that would move around in the wind are prohibited.

CONTACT US

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