TEMPORARY SIGN PERMIT APPLICATION
Planning & Building Department

150 East Pearl Ave.
P.O. Box 1687
Jackson, WY 83001

ph: (307) 733-0440
www.jacksonwy.gov

Submissions are not considered complete without both the **completed application** *and* a **photo/rendering of the proposed sign**. Submit both items to planning@jacksonwy.gov. Paper applications are not accepted. There is no application fee for temporary signs.

Event Name: _____

Physical Address of Event: _____

Description of Event: _____

Is this event a Grand Opening?   Yes   No

Event Sponsor/Applicant: _____

Mailing Address: _____   Phone: _____

E-mail: _____

Is this event sponsored by a non-profit?   Yes   No

TEMPORARY BANNER LOCATION: Consent from Property Owner Required	
Business: _____	Business: _____
Physical Address: _____	Physical Address: _____
Dates of Display: _____	Dates of Display: _____
Property Owner Consent? Yes No	Property Owner Consent? Yes No

Temporary sign permits are required for all banners or signs advertising special events that are for a limited duration and can be displayed for up to two weeks at a time. Temporary banners associated with a special event located in the town public right of way are approved through a separate special event permit issued by the town Administration Department.

Complete submission must be received at least six weeks prior to the first day you wish to display the temporary sign. Submissions are approved by the Town Council at their regularly scheduled meeting.

Additional Information at https://www.jacksonwy.gov/245/Temporary-Sign-Permit

Under penalty of perjury, I hereby certify that I have read this application and state that, to the best of my knowledge, all information submitted in this request is true and correct. I agree to comply with all county and state laws relating to the subject matter of this application, and hereby authorize representatives of the Town of Jackson to enter upon the above-mentioned property during normal business hours, after making a reasonable effort to contact the owner/applicant prior to entering.

Signature of Event Applicant   Date

_____   _____