



**City of Coeur d'Alene**  
Municipal Services Department  
710 Mullan Avenue  
Coeur d'Alene, Idaho 83814  
208.769.2229  
ksetters@cdaid.org

Date \_\_\_\_\_  
Permit # \_\_\_\_\_  
Date Issued \_\_\_\_\_  
Date Expired \_\_\_\_\_  
Office Approval \_\_\_\_\_  
Fee Paid \_\_\_\_\_

## Temporary Sign Permit Application Event, Promotion, and Campaign

A permit for a temporary sign shall be removed thirty (30) days after the completion of the event, promotion, or campaign. Only one permit is required for each event, promotion, or campaign. Each sign placed within a commercial parcel is subject to the Freestanding Sign and Attached Sign allowances, as applicable. Signs may be located off-premise with the permission of the owner of that property.

**Business Name:** \_\_\_\_\_

**Location of Sign(s) (Address):** \_\_\_\_\_

Required Documentation

- Site plan map (must show distance to property lines, show all existing signs)
- Sign dimensions (length and width)

**Applicant Name:** \_\_\_\_\_

**Applicant Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Cell:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Description of Sign (purpose of event, sale, or grand opening):** \_\_\_\_\_

I hereby certify that I will comply with all codes and ordinances governing signs. I understand that violation of any provision of the Sign Code will constitute sufficient cause to revoke this permit and require the removal of the sign. I further understand that the City is not liable for any damages or injuries caused by a sign or its placement.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Municipal Services Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_