



**APPLICATION FOR LEASE
BUSINESS SANDWICH BOARD OR OFF-PREMISES SIGN ON TOWN
PROPERTY**

RENEWAL ☐ or NEW ☐

Name of Lessee: _____

Name of Business: _____

Street address: _____

Mailing address: _____

Email address: _____

Where exactly do you plan to place this sign on Town property? Please be specific either in words or by attaching a map showing placement.

Please note, one (1) sandwich board sign per business

<i>Terms</i>	<i>Condition</i>	<i>Please state clearly whether or not each of the following criteria has been met (yes or no). If there are special considerations, please describe what they are.</i>
Maximum size	1 square metre (10.76 sq. ft) <u>including base</u> , and must be no higher than 1.25 metres (4.1 ft)	Please indicate measurements here.
Adjacency to property	Touches applicant's property OR does not touch applicant's property and there are grounds for a special dispensation	
Pedestrian friendly	Allows for unimpeded passage of pedestrians	
Heritage considerations	Sign reflects and enhances the heritage nature of the Town in terms of content, colour and material (ie. traditional materials such as wood, iron, pottery, clay, etc.)	
Drawing required	The drawing should be to scale and include message, colours, total dimensions (this includes bases and legs), size, expressed in metres square	Please attach copy.

Fee	<input type="checkbox"/> \$25.00 for one year <input type="checkbox"/> \$50.00 for 3 years
Terms of lease	April 1 to March 31 of the following year or three year term
Approval	Signs must be approved by the Town before a lease is granted

Conditions which apply after approval

Dimensions	If the completed sign exceeds the dimensions prescribed, it will be removed at the applicant's expense with no refund of fee. The Town reserves the right to terminate this lease at any time.
Securing of signs	Signs must be constructed and maintained in accordance with Building, Electrical and Fire Prevention By-laws
Maintenance	Signs must be kept in good state of repair and maintenance and not allowed to become unsightly or dangerous.

I have completed all required sections of this application and I agree to comply with all of the terms and conditions which apply to this lease.

Signature of Lessee

Date

CAO

Date

for the Town of Annapolis Royal

Date

Date Paid	
Expiry Date	