



152 West Cedar Street • Sequim, Washington 98382-3317 • Area Code 360
City Hall: 683-4139 • FAX 681-3448 Public Works: 683-4908 • FAX 681-0552

Written Notice of Temporary Sign (Sequim Municipal code 18.58.090)

In conformance with Section 18.58.090 (Temporary Advertising Devices), Sequim Municipal code requires users of temporary signs (including sandwich boards and banner signs, 18.58.020) to notify the city in writing prior to display of temporary signs. The following information will be required as part of this written notice:

Date of this written notice: _____

Name of Business: _____

Business Phone Number: _____

Owner of subject sign: _____

Address of sign location: _____

Phone number of location owner: _____

Description of sign (or Photograph): _____

Size (square feet) of sign (both sides if two sided): _____

**Temporary sign can be displayed for a maximum of 15 days at a time, four times per calendar year with a minimum interval of thirty (30) days between displays.
NO OFF-SITE DIRECTIONAL SIGNS PERMITTED.**

Date of First Display: _____ Approved: _____

Date of Second Display: _____ Approved: _____

Date of Third Display: _____ Approved: _____

Date of Fourth Display: _____ Approved: _____

I understand that temporary signs may NOT be placed within the public right-of-way including streets, parking strips or sidewalks. I also understand that it is my responsibility for placement of the signs and if signs are placed within the public right-of-way these signs will be removed, without notice, by the Code Enforcement Officer. I agree to remove the sign at the end of the agreed display term.

Applicant's Signature

Contact Phone Number

Applicant's Printed Name

Fax Number