DEPARTMENT OF PARKS AND PARKWAYS
CITY OF NEW ORLEANS

HELENA MORENO
MAYOR

MICHAEL KARAM
DIRECTOR

# SIGN PERMIT APPLICATION

1. Name of Organization / Agency:
2. Address:

3. Contact Person:
4. Telephone Number:
5. Email Address:
6. Check applicable sign type: _____ Directional / Informational Sign(s) (18"x24" max. size)
   _____ Monument Sign(s) for Neighborhood Identification
   _____ Temporary Informational Sign (Non-Profit Only)
7. Requested locations for signs (provide map and/or be as specific as possible, attach map):

8. Content of sign (please state the exact wording of the sign or attach design proof):

9. Size:
10. Material to be used: Sign: Post:
11. Please provide a narrative as to the reason for placing the sign at the requested location. You must demonstrate need:

12. You may attach any additional material that you feel would enhance your application.
13. Upon approval for permanent signage, there is a $50 fee per sign which is deposited into the Plant a Tree Trust Fund. Please make check payable to the *City of New Orleans*.

Signature: Date:

**RETURN THIS APPLICATION TO: parksandparkways@nola.gov for review and approval**

1 Green Parade Lane | New Orleans, Louisiana | 70122
Phone 504.658.3201 | Fax 504.658.3227