



Construction/Development
Related Permit



Date	_____
Tracking Number	_____

SIGN COMPANY REGISTRATION APPLICATION

Type of Application New Registration Renewal Registration (CNO Registration Number _____)

COMPANY INFORMATION

Name of Company to be Registered _____

Company Business Address _____

Company Mailing Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ Email _____

OWNER/PRINCIPAL OFFICER INFORMATION

Owner/Principal Officer Name _____

Address (if different from above) _____

City _____ State _____ Zip _____

Phone _____ Email _____

AUTHORIZED AGENT INFORMATION (for service of process)

Agent Name _____

Address (if different from above) _____

City _____ State _____ Zip _____

Phone _____ Email _____

ATTACHMENTS

- **Businesses located outside of Orleans Parish** must attach a copy of current **City of New Orleans Tax Clearance Certificate**. This can be obtained by applying with the Bureau of Revenue (1300 Perdido St., Room 1W15). State that you are registering as an "out of parish business". The Bureau of Revenue can be reached at 504 658 1666 or 504 658 1630.
- **Businesses located within Orleans Parish** must attach a copy of **current occupational license issued by the City of New Orleans Bureau of Revenue**.

FEES

- Annual sign contractor registration fee: \$400

ACKNOWLEDGMENTS

I hereby certify that the above information is true and correct, and further that if this application for registration is accepted that I or my authorized agent will conform to all provisions of the Comprehensive Zoning Ordinance (Ord. No. 4,264 MCS, amended), the Building Code, and any other applicable laws or ordinances presently in effect or hereafter adopted during this term of registration. I understand that non-compliance or installation of signage without first obtaining proper permits will be just cause for rescission of registration. In the event that I change agents, addresses, or any other relevant information, I will inform the Zoning Administration Division of Safety and Permits immediately.

Signature of Owner or Agent _____ Date _____