



City of Highland Heights
Office of the City Clerk/Treasurer
176 Johns Hill Road
Highland Heights, KY 41076
Phone: 859-441-8575
Fax: 859-441-8293

TEMPORARY SIGN PERMIT APPLICATION

A permit for a temporary or promotional sign may be issued for a period not to exceed thirty (30) days. A period of ninety (90) days must elapse before another such permit is issued for the same business, agency, or to the same individual. The maximum size of temporary or promotional sign is thirty-two (32) square feet. There is a review process and permit required for temporary or promotional signs. The city reserves the right to limit the number of temporary signs within the city and only one temporary sign is permitted per request. The fee for the permit is \$60.00.

APPLICANT INFORMATION

Name of Business Requesting Permit: _____

Name of Owner/Operator: _____

Business Address:

Street *City* *State* *Zip*

Email: _____ Phone Number: _____

Dates Sign will be Displayed (30 day maximum): _____

OFFICE USE ONLY

Approved: _____ Denied: _____ Date Approved: _____ Received by: _____

Fee \$: _____ Date Paid: _____ Permit Starts: _____ Ends: _____