

Roadside Management

RSM 1240-10

Section: PRIVATE SIGNING OPPORTUNITIES

Subject: APPLICATION FORM

COMMUNITY PROMOTIONAL SIGN APPLICATION FORM

PART 1

Applicant: _____
(Community)

Address: _____

Postal Code: _____ Telephone Number: _____

Contact Person: _____

Email Address: _____

Application to install a sign(s) within 400 metres of a provincial highway at the following location(s):

Highway #	Parcel #	Legal Land Location or GPS Coordinates	Distance from Highway Centre Line (m)	Landowner Name

I/We certify that permission to install the sign has been obtained from the landowner(s).

Signature of Applicant Date

Submit completed application form it to your nearest Regional Office: [Link to Regional Office Areas Map](#)

INSTRUCTIONS TO APPLICANTS

We suggest that a signed letter authorizing the sign installation be obtained from the land owner. This letter should be retained by applicant for future reference.

On a separate sheet of paper, the applicant will provide the following;

1. A diagram, sketch or photo of the proposed sign including:
 - the dimensions of the sign; and how it is mounted (Wood Post, Vehicle, Trailer, etc.)
 - the colour of the background and lettering.
2. A sketch of the proposed location including:
 - distance from highway centreline;
 - distance from property lines (road allowance, blind line, ¼ line);
 - direction that the sign faces; and
 - distance from any existing private sign.

Applicants are reminded that signs must comply with all local bylaws.