City of Seattle Department of Construction and Inspections
Mailing Address: 700 5th Ave, Suite 2000, PO Box 34019, Seattle, WA 98124-4019
Phone: (206) 684-8464 **Fax:** (206) 684-8113
Website: www.seattle.gov/sdci
Permit Counter Email: otcpermits@seattle.gov
ASC Hours: M-W-F: 8:00-4:00 & Tu-Th: 10:30-4:00

BILLBOARD PERMIT APPLICATION

OFF-PREMISES ADVERTISING SIGN APPLICATION

WORK SITE INFORMATION
Work Site Address:
Description of Work: _____ _____

REGISTERED BILLBOARD OWNER			
Business Name			
City Bus. Lic. #			
Contact			
Email			
Address			
Phone		Fax	
I certify that all work done under the issued permit will conform to Seattle Municipal Code requirements.		Signature & Date	

Work Activity Location:	**Seattle Billboard Registration Number:** **Sign Area:** sqft
Type of Work: ☐ Repair ☐ Demolish ☐ Relocate ☐ Alter	**Type of Sign:** ☐ Wall ☐ Pole ☐ Other:_____
Zoning and MUP Detail: Zone _____ MUP# _____	Overlay _____ Neighborhood Approval# _____

Installer/Contractor			
Company Name		**Email**	
City Bus. Lic. #		**Address**	
State Elec. Lic. #		**Phone**	
Contact		**Permit ready:** ☐ I will pick up permit ☐ SDCI will mail permit	

Seattle DCI USE ONLY	
Permit Fees: _____	Permit #: _____

Revised: January 11, 2016