



SANDWICH BOARD SIGN APPLICATION **CHECKLIST**

- ✓ Complete the Sandwich Board Sign application. Signed by either the business or property owner.
- ✓ Sign the License, Hold Harmless and Indemnification agreement and turn in with application.
- ✓ Provide a copy of the Certificate of Liability insurance with the City of Mount Dora listed as additional insured.
- ✓ \$75 application fee.

After the Sandwich Board Sign permit has been issued, attach the permit sticker to the back of the sign.



CITY OF
MOUNT
DORA

SANDWICH BOARD SIGN APPLICATION

Please print and provide all information, *incomplete applications may not be processed.*

Fee: \$75.00

SITE ADDRESS: _____ SUITE #: _____

APPLICANT

Name of Business: _____

Business Owner: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone Number: _____

Telephone: _____ FAX : _____

Contact Person: _____ Phone: _____ E-Mail: _____

Type of Business: Restaurant/Retail _____ Other _____

I hereby certify that the proposed sign will meet the following criteria:

1. The sign will be a maximum of 4 feet in height with a maximum of 12 sq. ft. of sign area.
2. The sign placement will allow 5 feet of clear walking area along the sidewalk.
3. Access to adjacent structures will not be impeded.
4. Only one sign has been permitted at this business.
5. The sign meets the definition of a sandwich board as defined in Chapter 8 of the City of Mount Dora Land Development Code.
6. If the sign is located on public property, it must be adjacent to the business address for which it is permitted.

Signature of Applicant

Date

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by

_____.

Personally Known _____ OR Produced Identification _____

Type of Identification Produced _____

NOTARY PUBLIC

Name of Notary Typed, Printed, or Stamped

My Commission Expires _____



CITY OF
MOUNT
DORA

LICENSE, HOLD HARMLESS, AND INDEMNIFICATION AGREEMENT

This license, hold harmless and indemnification agreement is made and entered into this _____ day of _____, 20____ by and between the APPLICANT _____ and the CITY OF MOUNT DORA, a Florida municipal corporation.

For and in consideration of the CITY allowing and permitting the APPLICANT to place a sandwich sign at _____, the APPLICANT does hereby agree to hold harmless and indemnify the CITY from all claims, causes of action, liabilities, damages, costs (including attorney's fees) arising from any claim for personal injury or property damage incurred, asserted against, or to which the CITY may be subjected, caused by the placement, maintenance and/or continued presence of the sign in said right-of- way at the above referenced location.

The APPLICANT assumes sole responsibility for abiding by all applicable codes and regulations relating to the placement of said sign in the right-of-way.

This grant of license is made and given on the express understanding and condition that The APPLICANT will remove the sign upon written demand of the City for just cause.

LICENSE, HOLD HARMLESS, AND INDEMNIFICATION AGREEMENT

APPLICANT: _____

Print Name: _____

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by
_____.

Personally Known _____ OR Produced Identification _____
Type of Identification Produced _____

NOTARY PUBLIC

Name of Notary Typed, Printed, or Stamped
My Commission Expires _____

CITY: _____

Print Name: _____

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by
_____.

Personally Known _____ OR Produced Identification _____
Type of Identification Produced _____

NOTARY PUBLIC

Name of Notary Typed, Printed, or Stamped
My Commission Expires _____