



# CITY OF JENKS PERMANENT SIGN PERMIT

P.O. Box 2007 • 211 N. Elm  
Jenks, OK 74037 • (918) 299-5883

<b>DATE:</b>	<b>PERMIT NO.:</b>
<b>SIGN ADDRESS AND/OR LOCATION:</b>	
<b>NAME OF BUSINESS:</b>	
<b>NAME OF PROPERTY OWNER WHERE SIGN IS TO BE ERRECTED:</b>	
<b>PROPERTY OWNER ADDRESS:</b>	
<b>CITY:</b>	<b>STATE:</b> <b>ZIP:</b>
<b>LOT:</b>	<b>BLOCK:</b> <b>ADDITION:</b>
<b>NAME OF APPLICANT:</b>	
<b>PHONE:</b>	
<b>ADDRESS:</b>	<b>CITY:</b> <b>STATE:</b> <b>ZIP:</b>
<b>LICENSED JENKS SIGN CONTRACTOR:</b>	
<b>PHONE:</b>	
<b>ADDRESS:</b>	<b>CITY:</b> <b>STATE:</b> <b>ZIP:</b>
<b>LICENSED ELECTRICAL CONTRACTOR:</b>	
<b>PHONE:</b>	
<b>ADDRESS:</b>	<b>CITY:</b> <b>STATE:</b> <b>ZIP:</b>
<b>INSURANCE COMPANY INSURING SIGN:</b>	
<b>AGENT:</b>	
<b>PHONE:</b>	
<input type="checkbox"/> Construction Permit <input type="checkbox"/> Zoning Clearance	
<b>ZONING DISTRICT:</b>	<b>BOARD OF ADJUSTMENT NO.:</b>
<b>MATERIALS USED ON SIGN:</b>	
<b>SIGN LIGHTED:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO	<b>ESTIMATED COST:</b>
<b>NEW SIGN DIMENSIONS:</b>	<b>SQUARE FOOTAGE:</b>
<b>DIMENSIONS OF ANY REMAINING SIGNS ON THE PROPERTY:</b>	
<b>SIGN LOCATION:</b> <input type="checkbox"/> Grade <input type="checkbox"/> Building Projection <input type="checkbox"/> Street Overhang <input type="checkbox"/> Rooftop <input type="checkbox"/> Pole	
<b>CENTER LINE OF STREET SETBACK:</b>	
<b>PLEASE ATTACH:</b>	
<input type="checkbox"/> Two (2) sets of plans drawings, specifications and survey with sign location.	
<input type="checkbox"/> Marked Clearly: Name, person, firm, corporation owning, erecting, maintaining operation of sign, method and location of this identification shall appear on plans and with specifications filed with the building official.	
<input type="checkbox"/> Written consent of real estate owners or lessee of the premises upon which the sign is to be erected, if not the same.	
<input type="checkbox"/> Electrical service shall comply with requirements of the National Electrical Code.	

PERMIT COST		APPROVALS	
<b>Zoning:</b>		<b>*Applicant:</b>	<b>Date:</b>
<b>Sign:</b>		<b>Zoning:</b>	<b>Date:</b>
<b>Electrical:</b>		<b>Inspector:</b>	<b>Date:</b>
<b>OK State Fee:</b>			
<b>TOTAL SIGN PERMIT</b>	\$ -	*Applicant's signature acknowledges required compliance with Jenks City Code.	
<input type="checkbox"/> Foundation and/or Location Inspection		<b>BY:</b>	<b>Date:</b>
<input type="checkbox"/> Structural Framing Erection Inspection		<b>BY:</b>	<b>Date:</b>
<input type="checkbox"/> Electrical Inspection		<b>BY:</b>	<b>Date:</b>
<input type="checkbox"/> Final Inspection		<b>BY:</b>	<b>Date:</b>