



# SIGN ELECTRICAL PERMIT APPLICATION

(CONTRACTOR ONLY)

PERMIT NUMBER:

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Must use Permit Number to request inspection.

**PERMITS ARE REQUIRED TO BE ISSUED PRIOR TO START OF WORK.**

FOR CITY TO PROCESS, APPLICATION MUST BE COMPLETE-DO NOT ABBREVIATE-ONLY ONE ADDRESS PER PERMIT

PROJECT ADDRESS: \_\_\_\_\_ BLDG. OR APT#: \_\_\_\_\_

ELECTRICAL SIGN CO.: \_\_\_\_\_ SIGN ELECT. CONT. LIC.#: \_\_\_\_\_

NAME OF MASTER SIGN ELECTRICIAN: \_\_\_\_\_ MASTER SIGN ELECT. LIC. #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY/ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE#: \_\_\_\_\_ FAX#: \_\_\_\_\_

[ ] PROPERTY OWNER [ ] GENERAL CONTRACTOR: \_\_\_\_\_

OWNER OR G.C.'S PHONE#: \_\_\_\_\_

ESTIMATE, BID OR CONTRACT AMOUNT FOR WORK TO BE PERFORMED: \$ \_\_\_\_\_

NUMBER OF SIGNS TO BE CONNECTED: \_\_\_\_\_

**Indicate the work to be performed:**

- [ ] New Sign
- [ ] Rebuild or Upgrade Service: Size \_\_\_\_\_
- [ ] Addition of Sign to Existing\*\*
- [ ] Repair Electrical Sign
- [ ] Other\*\* (Describe Below)
- [ ] Reinspection Fee

\*\*DESCRIBE WORK TO BE DONE: \_\_\_\_\_  
\_\_\_\_\_

\*Sign plan and permit must be on file prior to issue of the Sign Electrical permit.

**NOTE: DO NOT REQUEST AN INSPECTION WITH THE SUBMITTAL OF THIS FORM. THIS FORM IS FOR THE PROCESSING OF PAYMENTS ONLY. WORK STARTED PRIOR TO THE ISSUE OF A PERMIT IS SUBJECT TO PENALTIES AND CITATIONS AS PER THE ORDINANCES FOR THE CITY OF ODESSA.**

I acknowledge the information submitted on this permit application is true and correct. I agree to comply with the requirements of the codes and ordinances adopted by the City of Odessa, the laws of the State of Texas and will obtain all required inspections. I understand this application is not a permit until the processing has been completed by the city and returned to the applicant with the permit number attached.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name Legibly

\*\*\*\*\*  
**CITY CONFIRMATION OF ISSUE OF PERMIT**

APPROVED BY: \_\_\_\_\_

FEE: \$ \_\_\_\_\_

ISSUED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

ELECTRICAL SIGN PERMIT APPLICATION 01/12

