



Temporary sign permit application

Application guidelines:

Temporary signage will only be considered for non-profit associations to promote events in the District of West Vancouver. Please include a copy of non-profit eligibility.

Conditions:

1. Maximum allowable dimensions are 4x4' including supporting structure.
2. Maximum duration a sign can be displayed is 10 days.
2. Description of the event and wording on sign must be provided on the application form.
3. Advocacy or other controversial signs will not be approved.
4. Final approval of the signs remain at the discretion of the Engineering & Transportation Department.
5. The permit number must be written on the top-right corner on reverse side of sign.
6. Signs are to be removed within 24-hours of permit expiration.
7. The District reserves the right to remove and destroy any unlawful signs, as well as signs that are not installed in accordance with the guidelines provided on the permit.

Please complete the attached **Temporary Sign Permit Application** form and email it to msuarez@westvancouver.ca with any documentation verifying your status as a non-profit organization. Applications take at least two weeks to process.

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APPLICANT INFORMATION

Name	Organization	
Address	Email	
Phone	Alternate	Fax

SIGN LOCATION

- 11th Street & Inglewood Avenue (southeast corner)
- 15th Street & Inglewood Avenue
- 24th Street & Kings Avenue
- 11th Street & Keith Road
- 15th Street & Rena Crescent:
block south of Upper Levels
- (watch for sight lines)
- 24th Street & Mathers Avenue
- 12th Street & Marine Drive
- (north side only)
- 21st Street:
block south of Upper Levels
- (north of Queens: can be either side of the road but watch for sight lines)
- 25th Street & Haywood Avenue (southwest corner)
- 13th Street & Bellevue Avenue (east side against hedge at parking lot entrance)
- 21st Street & Queens Avenue (northeast corner: not in island, okay to use boulevard adjacent to 2095 Queens. Keep sign back as far as possible in boulevard)
- 25th Street & Marine Drive
- (southwest corner)
- 13th Street & Duchess Avenue
- 22nd Street & Mathers Avenue (southwest corner)
- Keith Road & Taylor Way
- (sign must be on Keith Road northeast corner)
- 15th Street & Fulton Avenue (southwest corner: keep back from intersection)
- 23rd Street & Marine Drive
(not southeast corner)
- Headland Drive:
 near Safeway entrance
- (northwest corner at Caulfeild & Headland)



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PROPOSED SIGN TEXT

DISPLAY DURATION

Starting date

Expiration date

Applicant's signature

Date

Freedom of Information and Protection of Privacy Act:

The personal information collected on this form is done so pursuant to the *Community Charter* and/or the *Local Government Act* and in accordance with the *Freedom of Information and Protection of Privacy Act*. The personal information collected herein will be used only for the purpose of processing this application.