



Signs or Canopies Business License Application
City Ordinance Chapter 5.02

Please print in dark ink and mail to Business Licensing Service

Design and structural approval from both the Engineering Division and Community Planning & Economic Development (CPED) is required prior to the completion and submission of the business license application. Engineering can be reached at 563-326-7729 and CPED can be reached at 563-326-7765

Business Name: _____
Enter the name you will be doing business as. You must operate and advertise in the exact name listed.

Parent Company Name: _____
(If Corporate Owned)

Business Address: _____
(Cannot be a P.O. Box) Street # Street name Unit # City State Zip

Mailing Address _____
(Can be a P.O. Box) Street # Street name Unit # City State Zip

Phone: () - _____ **Business Start Date:** _____

Ownership (Check One Only)

- Sole Proprietor Partnership Corporation LLC
 LLP LP Other:

E-mail: _____

Website: _____

OWNER'S OR PRINCIPAL'S NAME(S)

Name _____ **Name** _____

Home Address _____ **Home Address** _____

City _____ **Zip** _____ **City** _____ **Zip** _____

Telephone # _____ **Title** _____ **Telephone #** _____ **Title** _____

REAL ESTATE OWNER INFORMATION

Name _____ City _____

Address _____ State _____ Zip _____

Type of Structure Sign Canopy Billboard

Description of Structure

Notes:

- An application for a license shall be accompanied by a copy of a liability insurance policy providing insurance coverage for any claims that may result from the placement and maintenance of the sign over public property and shall include a provision indemnifying, defending and saving the city harmless from any and all claims that may result from the placement and maintenance of the sign over public property.
- The city shall be listed on the liability insurance policy for purposes of receiving notice of its cancellation or expiration not less than thirty days prior to the effective date of the cancellation or expiration.
- All signs, canopies and marquees extending over any public sidewalk, street, alley or other public place must be placed, fastened and constructed in accordance with the provisions of the building code and zoning ordinances of the city in effect at the time of the placement, fastening or construction or replacement, refastening or reconstruction of a sign, canopy or marquee. Refer to City ordinance section 12.36.090 for Engineer and section 17.29.070 for the CPED / Downtown Design Review Board

Signature of Applicant _____ Date _____

Fee - \$50.00 Canopy Chareg Code 0068
\$50.00 Sign Charge Code 0198
\$75.00 Billboard Charge Code 0051