



**Town of Westhampton**  
Building Department  
Westhampton, Mass. 01073  
(413) 364-7782  
[westhamptonbuilding@comcast.net](mailto:westhamptonbuilding@comcast.net)

**APPLICATION TO ERECT A SIGN**

THIS SECTION FOR OFFICIAL USE ONLY-PERMIT FEE: \_\_\_\_\_

Building Permit Number: \_\_\_\_\_

Date Issued: \_\_\_\_\_

**SECTION 1.0 – SITE INFORMATION – PLEASE PRINT**

**Property Address:**

**Map:**

**Block:**

**Lot:**

**Zoning District:**

**Name of Business:**

**SECTION 2.0 – OWNER INFORMATION**

Owner – Name (Print)

Address

Signature of Owner

Telephone

**SECTION 3.0 – LESSEE INFORMATION**

Lessee – Name (Print)

Address

Signature of Lessee

Telephone

**SECTION 4.0-SIGN INFORMATION-PERMANENT**

Wall (Projecting)	Wall (Flat)	Ground	Window
Project	Off-Premises	Directional	✓ Free-Standing
Projection from Buildings:		Projection over Sidewalk: **	
Length:	Height:	Area (Sq. Ft.):	
Materials Constructed of:		Cost: \$	
Total Height above Ground:		How Illuminated:	
How Supported:			
Street Setbacks:	Side Setbacks:	Rear Setbacks:	
Board Appeals Approval Date:		D.P.W. Approval Date:	

**SECTION 5.0-SIGN INFORMATION-TEMPORARY**

Wall (Projecting)	Wall (Flat)	Ground	Window
Project	Off-Premises	Directional	Free-Standing
Banner	A-Frame	Other:	
Projection from Buildings:		Projection over Sidewalk: **	
Length:	Height	Area (Sq. Ft.):	
Materials Constructed of:		Cost: \$	
Total Height above Ground:		How Illuminated:	
How Supported:			
Street Setbacks:	Side Setbacks:	Rear Setbacks:	
Dates to be used:	From:	To:	
Estimated Cost: \$		Approved Value: \$	



Company Name: _____			
Contact Person: _____			
Address: _____		City: _____	
Zip: _____	Phone: _____	Cell: _____	
Insurance Company: _____			
Policy #: _____		Expiration Date: _____	
(Provide a "Certificate of Insurance" with the municipality listed as a Certificate Holder.)			

I, \_\_\_\_\_, as  
(check one) Owner Authorized Agent/Contractor, for the property owner,  
hereby declare the statements and information on the foregoing application are true and accurate to  
the best of my knowledge and belief.

X.  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

***\*\*A Bond is required for signs which project over sidewalks.***

**NOTE: *Building Plans must be stamped and signed by an Architect/Engineer.***