



## SANDWICH BOARD SIGN APPLICATION **CHECKLIST**

- ✓ Complete the Sandwich Board Sign application. Signed by either the business or property owner.
- ✓ Sign the License, Hold Harmless and Indemnification agreement and turn in with application.
- ✓ Provide a copy of the general liability insurance with the City of Mount Dora listed as additional insured.
- ✓ \$50 application fee.

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After the Sandwich Board Sign permit has been issued, attach the permit sticker to the back of the sign.



CITY OF  
MOUNT  
DORA

## SANDWICH BOARD SIGN APPLICATION

Please print and provide all information, *incomplete applications may not be processed.*

Fee: \$50.00

SITE ADDRESS: \_\_\_\_\_ SUITE #: \_\_\_\_\_

### APPLICANT

Name of Business: \_\_\_\_\_

Business Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX : \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Type of Business: Restaurant/Retail \_\_\_\_\_ Other \_\_\_\_\_

I hereby certify that the proposed sign will meet the following criteria:

1. The sign will be a maximum of 4 feet in height with a maximum of 12 sq. ft. of sign area.
2. The sign placement will allow 5 feet of clear walking area along the sidewalk.
3. Access to adjacent structures will not be impeded.
4. Only one sign has been permitted at this business.
5. The sign meets the definition of a sandwich board as defined in Chapter 8 of the City of Mount Dora Land Development Code.
6. If the sign is located on public property, it must be adjacent to the business address for which it is permitted.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_, 20\_\_, by

\_\_\_\_\_.

Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
Name of Notary Typed, Printed, or Stamped

My Commission Expires \_\_\_\_\_



**LICENSE, HOLD HARMLESS, AND INDEMNIFICATION AGREEMENT**

This license, hold harmless and indemnification agreement is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between the APPLICANT \_\_\_\_\_ and the CITY OF MOUNT DORA, a Florida municipal corporation.

For and in consideration of the CITY allowing and permitting the APPLICANT to place a sandwich sign at \_\_\_\_\_, the APPLICANT does hereby agree to hold harmless and indemnify the CITY from all claims, causes of action, liabilities, damages, costs (including attorney’s fees) arising from any claim for personal injury or property damage incurred, asserted against, or to which the CITY may be subjected, caused by the placement, maintenance and/or continued presence of the sign in said right-of- way at the above referenced location.

The APPLICANT assumes sole responsibility for abiding by all applicable codes and regulations relating to the placement of said sign in the right-of-way.

This grant of license is made and given on the express understanding and condition that The APPLICANT will remove the sign upon written demand of the City for just cause.

**LICENSE, HOLD HARMLESS, AND INDEMNIFICATION AGREEMENT**

**APPLICANT:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_, 20\_\_, by  
\_\_\_\_\_.

Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_  
Type of Identification Produced \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC  
\_\_\_\_\_  
Name of Notary Typed, Printed, or Stamped  
My Commission Expires \_\_\_\_\_

**CITY:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_, 20\_\_, by  
\_\_\_\_\_.

Personally Known \_\_\_\_\_ OR Produced Identification \_\_\_\_\_  
Type of Identification Produced \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC  
\_\_\_\_\_  
Name of Notary Typed, Printed, or Stamped  
My Commission Expires \_\_\_\_\_