



**CITY OF MOSCOW
COMMUNITY DEVELOPMENT
DEPARTMENT**

**CENTRAL BUSINESS
DISTRICT SIDEWALK SIGN
REGISTRATION FORM**

All spaces to be filled in where applicable.

Property Address _____

Business Name _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

DESCRIPTION: New Sign Replace Sign

PORTABLE SIGN DESCRIPTION:

A. Size: Height _____ Width _____

C. Minimum sidewalk clear width maintained: _____

D. Number of entities/businesses advertised on sign: _____

**THE FOLLOWING ITEMS MUST BE SUBMITTED WITH THIS
REGISTRATION FORM:**

Portable Sign Hold Harmless Agreement (See back of form)

Registration Fee: \$10.00.

**ALL PORTABLE SIGNS MUST COMPLY WITH THE
FOLLOWING REQUIREMENTS PER MOSCOW CITY CODE 4-6-
13(R)(12):**

1. Only 1 sign per each 100 feet of building frontage shall be allowed, and at least 1 sign shall be permitted for each building.
2. Maximum sign size is limited to four (4) feet in height and three (3) feet in width.
3. Sign materials shall be solid and durable.
4. No lighting is allowed.
5. Signs must be located directly in front of the business they serve.
6. A minimum of eight (8) feet of clear width must be maintained on the sidewalk.
7. All portable signs must be suitably anchored and removed from the sidewalk at the end of each business day.
8. Any person or business placing a portable sign upon or adjacent to the public sidewalk in conformance with the City Code shall execute a hold harmless agreement accepting any and all liability for damages or any nature suffered by anyone as a result of the placement or maintaining of such portable sign and shall agree to hold the City harmless from and indemnify the City for any such claims for damages (see back of form).

The undersigned certifies that the registrant has read and understands the requirements pertaining to sidewalk signs contained upon this form and that all statements herein contained are true and correct.

Signature of Owner/Agent **Date**

Registration Accepted by **Date**

Portable Sign Registration Number: _____ **(City use only)**

