



City of DuPont Temporary Sign Application

1700 Civic Drive
DuPont, WA 98327
www.dupontwa.gov

Phone (253) 912-5217
Fax (253) 964-1455

Temporary Sign Application Number: _____

Business/Organization Name: _____

Business/Organization Address: _____

Contact Person: _____ Phone Number: _____

Email: _____ Date of Event: _____

Sign Installation Date: _____ Sign Removal Date: _____

Type of Temporary Sign (Mark Only One):

A-Frame: One sign per business, 6 sq. ft. maximum size, displayed on the property of the business or in the abutting public right-of-way only when the business is open to the public. Permit is valid for one calendar year and shall comply with DMC 25.116.130 (1-4)(5a).

Real Estate: One sign per property for sale or lease, 6 sq. ft. maximum size, shall be displayed only on the property during period of sale. Three offsite signs, 6 sq. ft. maximum size, shall be displayed in the public right-of-way to direct the public to the advertised property and displayed only during the hours that a real estate or rental agent is present at the property and shall be promptly removed at the end of each business day. Permit is valid for one calendar year and shall comply with DMC 25.116.130 (1-4)(5b).

Garage Sale: One onsite sign, 6 sq. ft. maximum size, shall be displayed on the advertised property. Three offsite signs may be displayed in a public right-of-way no more than 24 hours prior to the sale and all signs shall be promptly removed at end of sale and shall comply with DMC 25.116.130 (1-4)(5c).

Business Banner: One banner per business, 24 sq. ft. maximum size, shall be displayed only on the building wall of the business advertising events such as, but not limited to, a grand opening, new management or new ownership. Banner is limited to a maximum of 30 consecutive days per event and shall comply with DMC 25.116.130 (5d).

Construction/Contractor: One sign, 32 sq. ft. maximum size, shall be displayed only on an active construction site, not in a public right-of-way, and shall be removed following completion of the project and shall comply with DMC 25.116.130 (5e).

Community-Wide Event: Refer to DMC 25.116.130 (5f).

Future Development: One sign per vacant property, 6 sq. ft. maximum size, located on the vacant property. Permit is valid from date of permit issuance to development of the property and shall comply with DMC 25.116.130 (5g).

Charitable or Religious Organization Event: One sign, 6 sq. ft. maximum size, shall be displayed on the property no more than 24 hours prior to the event and shall be promptly removed at the end of the event. Three offsite signs, 6 sq. ft. maximum size, shall be displayed in a public right-of-way to direct the public to the property where the event is held no more than 24 hours prior to the event and shall be promptly removed at the end of the event. Permit is valid for one calendar year and shall comply with DMC 25.116.130 (5h).

Temporary Sign Process:

1. Contact the Northwest Landing Association at (253) 964-3210 for approval of your proposed sign (except for A-Frame signs), if located on private property.

2. Complete and return this application with:
 - Sign Application fee of \$25.00.
 - Northwest Landing Association approval (not required for A-Frame signs).
 - Drawing showing the size and locations of the temporary sign(s).
 - If you are applying for Real Estate, A-Frame, Charitable or Religious Organization Event offsite signs, a City of DuPont Right-of-Way Indemnification Agreement form must be completed. In exchange for the right to use the City of DuPont Right-of-Way, the Permittee agrees to indemnify the City for such use and must provide a Certificate of Liability Insurance adding the City of DuPont as Additionally Insured, as stated on the form.

3. Do not install the sign until you receive an approval letter from the City of DuPont.

Statement:

I have read DuPont Municipal Code Section 25.116.130 regarding temporary signs. I certify, under penalty of perjury, that the information furnished by me is true and correct to the best of my knowledge, and further, that I am either the Owner or am authorized by the owner of the above Business to perform the work for which the permit application is made. I understand that failure to follow applicable city regulations may result in forfeiture of the sign without notice and/or prosecution by the City.

(Signature) _____ (Date) _____ (Print Name) _____

City of DuPont

Right-of-Way Indemnification Agreement

This Agreement is entered into by and between the City of DuPont, Washington, a municipal corporation ("City"), and _____(Permittee").

WHEREAS, in exchange for the right to use the City of DuPont Right-of-Way, the Permittee agrees to indemnify the City for such use.

NOW, THEREFORE, in consideration of the mutual benefits and conditions set forth below, the parties hereto agree as follows:

1. Indemnification. The Permittee shall defend, indemnify, and hold the City, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses or suits, including attorney fees, arising out of or resulting from the acts, errors or omissions of the Permittee, or Permittee's agents or invitee's use of the City of DuPont Right-of-Way, except for injuries and damage caused by the sole negligence of the City.
2. Insurance. The Permittee shall procure and maintain insurance against claims for injuries to persons or damage to property which may arise from or in connection with Permittee's actions under this Permit for the duration of the Permittee's use of the City of DuPont Right-of-Way. Such insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate. The insurance shall be written by a company licensed to conduct business in the State of Washington with a minimum of an "A" rating.

The Insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability Insurance:

- A. The Permittee's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance or insurance pool coverage maintained by the City shall be in excess of the Permittee's insurance and shall not contribute with it.
- B. The Permittee's insurance shall be endorsed to state that coverage shall not be cancelled by either party except after thirty (30) days prior written notice has been given to the City by certified mail or return receipt requested.
- C. The City of DuPont shall be named by endorsement as an additional insured on the Permittee's insurance policy. The Permittee will provide to the City of DuPont a copy of the additional insured endorsement

THIS AGREEMENT contains the entire agreement between the parties hereto, and the terms of this Agreement are contractual and not a mere recital.

The parties signing below have read the foregoing Agreement and know the contents thereof, and sign the same as a free act and deed.

DATED this _____ day of _____, 20__

Permittee:

(Signature)

(Printed Name)

City of DuPont:

(Signature of City Administrator)

(Printed Name)

(Date Signed)