

*TOWN OF FRONT ROYAL*  
**TEMPORARY SIGN PERMIT APPLICATION**

A Temporary Sign Permit is required to place a sign or banner within the Town’s right-of-ways for a temporary event for any non-profit civic, religious or educational organization.

*Chapter 142 of the Front Royal Town Code – frontroyalva.com.*

**Regulations**

- \*Only one (1) sign/banner per right-of-way.
- \*Weather-resistant materials and/or contain no changeable-copy characters.
- \*Not larger than 20 square feet in area or taller than 72” high at the highest point
- \*Must be anchored in the ground
- \*Portable Signs prohibited

Name of Event: \_\_\_\_\_

Location of Sign/Banner: \_\_\_\_\_  
*(Must be in Town Right-of-Way for Approval)*

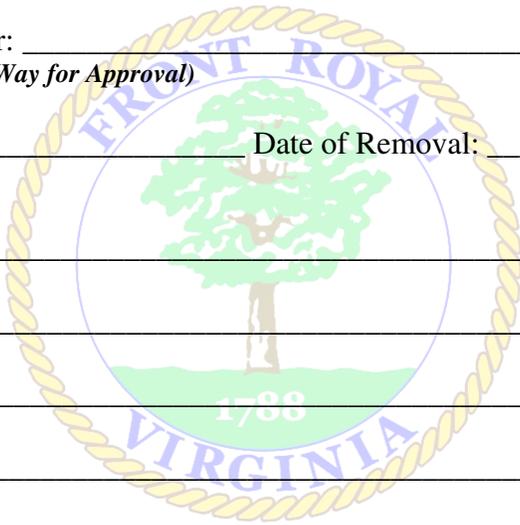
Date of Placement: \_\_\_\_\_ Date of Removal: \_\_\_\_\_  
*(Not to exceed (7) days)*

Contact Person: \_\_\_\_\_

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

Contact Phone: \_\_\_\_\_

Contact E-Mail: \_\_\_\_\_



**PLEASE ATTACH A DRAWING/SKETCH THAT  
INCLUDES THE DIMENSIONS AND THE WORDING**

Applicants’ Signature: \_\_\_\_\_ Date \_\_\_\_\_

Town Manager’s Signature: \_\_\_\_\_ Date \_\_\_\_\_

*Once approved, this application will serve as your permit*

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Once Completed Return by E-mail, Mail or Delivery to:

Tina Presley – [tpresley@frontroyalva.com](mailto:tpresley@frontroyalva.com)

Front Royal Administration Building, 102 E. Main Street, P.O. Box 1560, Front Royal, VA 22630