

# BILLBOARD/SIGNAGE PERMIT CHECKLIST

## Thibodaux, Louisiana

Phone: (985) 446-7208



### Documents Needed:

- Completed Billboard/Signage Permit Form (available online or in person)
- Site Plan (Drawing showing all signage to be added/refaced, and all other structures on lot, include the correct lot size as recorded. Show all distances of structures from property lines & from all other structures.)
- Provide one (1) copy of sign schematics (must be stamped by Louisiana Certified Engineer- showing wind speed rating and verification of adherence to 2021 IBC/IRC codes)
- Copy of Contractor's License
- Valid and True Copy of Contract of Project
- Proof of any/all special zoning approvals or variances (if applicable)

I/We acknowledge that I/we have read the above requirements, and I/we have provided all required documents. Init. \_\_\_\_\_

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

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

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

**BILLBOARD/SIGNAGE PERMIT APPLICATION**  
**Thibodaux, Louisiana**

Phone: (985) 446-7208

P.O. Box 5418, Thibodaux, LA 70302

**Property Address:** \_\_\_\_\_

**Zoning District:** \_\_\_\_\_

**Business Name:** \_\_\_\_\_

**Owner/Operator Name:** \_\_\_\_\_

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

Phone Number: Home \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

**Contractor Name:** \_\_\_\_\_

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

Phone Number: Home \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

**Distance of Building Front from Road:** \_\_\_\_\_

**Sign Size** (in square feet): \_\_\_\_\_

**Sign Dimensions:** \_\_\_\_\_

**Select Sign Type** (Circle all that apply):

Mansard      Monument      Pylon      Billboard      Digital Sign/EMC      Wall Sign      Channel Lettering

Illuminated Box      Non-Illuminated Box      Other: \_\_\_\_\_

\_\_\_\_\_  
**Applicant Printed Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Applicant Signature**