



Town of Buchanan

Post Office Box 205
Buchanan, Virginia 24066

Phone: 540-254-1212

Fax: 540-254-2609

Application for Placing a Sign

Each application must include a scale drawing specifying dimensions, materials, lighting, letter sizes, colors, support systems, and location on land or buildings, with all relevant measurements. A \$75 fee is required.

The above information must be accompanied by this written application with all information filled in:

Property physical street address: _____

Property Owner Name and Address: _____

Business Owner Name and Address: _____

Relationship of Applicant to Property: _____

Applicant Phone: _____

Applicant Email Address: _____

Date Application Submitted: _____

Signature of Applicant: _____ Printed Name: _____

TOWN USE:

Date Received: _____

Sign Approved: _____

Sign Denied: _____

Signature of Sign Officer: _____ Date: _____

Reason for Approval / Denial: _____

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Application for Placing a Sign – Sketch sheet

Please provide a scale drawing or photograph specifying dimensions, materials, lighting, letter sizes, colors, support systems, and location on land or buildings, with all relevant measurements.

I certify that this information is accurate as provided:

Signature of Applicant: _____ Printed Name: _____