



# BOROUGH OF WEST READING

## CODE ENFORCEMENT DEPARTMENT

500 Chestnut Street, West Reading PA 19611

(610) 374-8273 Fax: (610) 816-7565

E-mail: [wrcodes@westreadingborough.org](mailto:wrcodes@westreadingborough.org)

### TEMPORARY SIGN PERMIT APPLICATION

(Banner or "A" Type Sandwich Signs)

DATE \_\_\_\_\_

NAME \_\_\_\_\_

BUSINESS NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

LOCATION OF SIGN \_\_\_\_\_

DATES TO BE DISPLAYED \_\_\_\_\_

TYPE OF SIGN \_\_\_\_\_

REASON FOR SIGN \_\_\_\_\_

**\*Reverse Side of Application Must Have a Sketch of Proposed Sign\***

TOTAL SQUARE FOOTAGE OF SIGN \_\_\_\_\_

LENGTH \_\_\_\_\_

WIDTH \_\_\_\_\_

ELEVATION \_\_\_\_\_

DISTANCE FROM PROPERTY LINE \_\_\_\_\_

SIGNATURE OF APPLICANT \_\_\_\_\_

**\*\*Pennants, flags, banners, balloons and similar temporary signs shall be permitted only for a new business for a period of one (1) month and for existing businesses in the Central Business District, the General Business District, and the Light Industrial District for special occasions not more than four (4) times per year for a period of no more than twenty (20) days per occurrence up to a maximum annual total of sixty (60) days per calendar year.**

**Temporary and banner signs shall be a maximum of twenty (20) square feet per occurrence. \*\***

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#### OFFICIAL USE ONLY

APPROVED BY \_\_\_\_\_

PERMIT NUMBER \_\_\_\_\_

APPROVAL DATE \_\_\_\_\_

# OF OCCASIONS THIS YEAR \_\_\_\_\_