



**PLANNING & COMMUNITY DEVELOPMENT**  
**Building & Inspections Division**

Town of Ocean City  
[permits@oceancitymd.gov](mailto:permits@oceancitymd.gov)  
 Ocean City, MD 21842  
 410-289-8855

**SIGN PERMIT APPLICATION**

APPLICATION #

I. Project Information	
Business Name	<input type="text"/>
Address	<input type="text"/>
Project Description	<input type="text"/>

II. Area of Face of Sign			
Ground (max 150 SQFT)	Roof (max 150 SQFT)	Projection (max 100 SQFT)	Wall (max 150 SQ FT)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

III. Type of Installation			
Permanent	<input type="checkbox"/>	Temporary	<input type="checkbox"/>
Face Change	<input type="checkbox"/>		<input type="checkbox"/>

IV. Boardwalk Vehicle Permit			
Date On	<input type="text"/>	Date Off	<input type="text"/>
Time On	<input type="text"/>	Time Off	<input type="text"/>
Type of Vehicle(s)	<input type="text"/>	Weight of Vehicle(s)	<input type="text"/>

V. Contact Information			
<b>Owner</b>			
Address <input type="text"/>			
Phone Number	<input type="text"/>	Email	<input type="text"/>
Signature of Owner if Acting as Contractor <b>X</b>			Date <input type="text"/>

<b>Contractor</b>			
Address <input type="text"/>			
Phone Number	<input type="text"/>	Email	<input type="text"/>
OC Business License No.	<input type="text"/>		
Signature of Contractor <b>X</b>			Date <input type="text"/>

<b>Electrical Contractor</b>			
Address <input type="text"/>			
Phone Number	<input type="text"/>	Email	<input type="text"/>
MHIC License No.	<input type="text"/>	MD or Worcester Co. Elect. License No.	<input type="text"/>
Signature of Electrical Contractor <b>X</b>			Date <input type="text"/>

- Two site plans drawn at a legible scale showing the location of the proposed sign and of every building or structure on the lot must be submitted with application.
- Specifications and drawings drawn to scale shall indicate but not be limited to height above the ground, legend, structural design and attachment of sign.
- All off- premise signs are prohibited. All signs shall be constructed to withstand the wind pressure as specified in Section 1609 of the International Building Code. Temporary signs shall be removed within six (6) months of the issuance of this permit.

The applicant attests that the information provided is true and accurate. If any information is found to be incorrect or if any information affecting the project or application changes, a stop work order may be placed on the project or actions taken until all corrections have been made.