

Temporary Mobile Sign

This form is for Parks, Forestry & Recreation Programming and Not-for-Profit organizations only. For-Profit groups should contact [Municipal Licensing & Standards \(MLS\)](#).

Applications must be submitted in person at Parks, Forestry & Recreation Client Service sections located in any three (3) Civic Centre locations and/or Toronto City Hall. Incomplete applications will not be accepted.

The Temporary Mobile Sign Provider must have business license under Chapter 545, Toronto Municipal Code.

Basic Information

Use of Temporary Mobile Sign		Application Date (yyyy-mm-dd)	
<input type="checkbox"/> Parks, Forestry & Recreation Programming			
<input type="checkbox"/> Not-for-Profit (under \$5,000.00)	Registration Number	Office Use Only. File No.:	
<input type="checkbox"/> Not-for-Profit (over \$5,000.00)			

Sign Information

Name of Park/Recreation Facility Where Sign is Located		Park/Recreation Supervisor Name (first, last)	
Street Number	Street Name	City	
Province	Postal Code	Location of sign in park/at major intersection	
Requested Sign Display Start Date (yyyy-mm-dd)		Requested Sign Display End Date (yyyy-mm-dd)	

Applicant Business Information

First Name		Last Name	
Street Number	Street Name	Suite/Unit Number	
City	Province	Postal Code	Telephone Number

Temporary Sign Owner Business Information

MLS Licensed Temporary Mobile Sign Owner Name		Business Licence Number	
Street Number	Street Name	Suite/Unit Number	
City	Province	Postal Code	Telephone Number

Individual responsible for Temporary Sign

First Name	Last Name	Business Telephone Number
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Temporary Mobile Sign

Application Requirements

Is the temporary sign to be used for Parks, Forestry & Recreation programming?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is this location for not-for-profit programming as per Municipal Code 693-24? If yes, please specify use: Example: organization/community group programming, festival, special event	<input type="checkbox"/> Yes <input type="checkbox"/> No
Mobile sign size meets requirements. Maximum height: 2.5 metres (8 feet), maximum width: 3.05 metres (10 feet)	<input type="checkbox"/> Yes <input type="checkbox"/> No
A site plan or survey, identifying the location of the temporary sign on the premise as per Municipal Code 693-17B (2) D, 693-18A (2) A and 693-24A (2) has been submitted with this application form.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Written authorization from the property owner (Parks/Recreation Supervisor) to permit the applicant to have the temporary sign located on the premises has been submitted with this form.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Photo or replica (design) of the front and rear face of the sign as per 693-18B (8) has been submitted with this form.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Insurance Commercial General Liability (CGL) (original form only) completed by your agent has been submitted with this form. This Insurance form must be signed and stamped by the agent (authorized representative/minimum liability \$2,000,000)	<input type="checkbox"/> Yes <input type="checkbox"/> No

Administration Fees

Find [fees online](#).

<input type="checkbox"/> Not-for-Profit programming. Valid for 30 days.
<input type="checkbox"/> Not-for-Profit festivals and special events. Valid for 30 days. Signs must be removed 48 hours after the conclusion of events.
<input type="checkbox"/> Parks, Forestry & Recreation programming.

Applicant Signature

Date (yyyy-mm-dd)