



5399 N. Dixie Highway, Suite 3 • Oakland Park, Florida 33334 • [www.oaklandparkfl.org](http://www.oaklandparkfl.org)

## Special Event Sign Registration Form

<b>Length of display</b>	60 days
<b>Number per freestanding establishment</b>	10 per calendar year, not to exceed 60 days per calendar year for all events.
<b>Number per establishment within a multitenant center</b>	No more than 10 special events per calendar year shall take place within a multitenant center, not to exceed 60 days per calendar year for all events at center.
<b>Number/type of display</b>	Pennants, banners, flags, bunting, merchandise and one cold air balloon.
<b>Location/setback within site</b>	Permitted signage and merchandise display shall be placed within the site and shall not be attached, in any fashion to public facilities.
<b>*A site plan/plot plan &amp; parking count must be provided for merchandise displays on parking space(s).</b>	Merchandise displays shall be limited to on-site private walkways and courtyards and no more than 10% of required parking*. Signs and merchandise shall not interfere in any fashion with interior circulation aisles, fire lanes, load zones and pedestrian circulation.

**Property Owner:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Property Owner's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Business Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**Business Owner's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Beginning Date:** \_\_\_\_\_ **End Date:** \_\_\_\_\_

There is **no fee** to register Special Event Signs. Simply complete this form and fax or email it to us.

**Fax:** 954-229-0487

**Email:** [louisr@oaklandparkfl.gov](mailto:louisr@oaklandparkfl.gov)