

Date Received: _____

Application Package Complete: _____

Date Application Complete: _____

Number Required: _____

BLADE SIGN PROGRAM Application Form			
APPLICANT INFORMATION			
Applicant name:	_____	Contact Person	_____
Mailing address:	_____		
Telephone number:	_____	Fax:	_____
Email address:	_____		
<i>The applicant is the:</i>	Property Owner <input type="checkbox"/>	Agent of the Property Owner	<input type="checkbox"/>
Property owner:	_____	Contact Person:	_____
Mailing address:	_____		
Telephone number:	_____	Fax:	_____
Email address:	_____		
PROJECT ADDRESS			
Street Address:	_____		
Property legal description:	_____		
Assessment roll number:	_____		
Existing zoning designation	_____		
PROJECT TIMELINES			
Proposed construction start date:	_____	Proposed completion date:	_____
APPLICANT DECLARATION			
I understand that my submission of an application does not constitute a guarantee for funding under the Blade Sign Program. I further certify that:			
1.	I have read and understand the Eligibility Criteria set out below:		
2.	All information in this application and supporting documents is true and complete to the best of my knowledge; and		
3.	If signage is approved, work will be completed in accordance with the terms and conditions of the Blade Sign Program Agreement entered into with the Town.		
_____		_____	
Applicant Signature		Date	

Name (please print)			
AUTHORIZATION FOR AGENT OF THE PROPERTY OWNER			
I/We, _____ the owner of the subject property hereby authorize			
_____ to act on my behalf with respect to the application.			
_____		_____	
Signature of Property Owner		Date	

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Guidelines and Procedures

Blade signage is primarily pedestrian-oriented. The size, lettering, and placement of signs are, for the most part, designed to attract the attention of foot and slower-moving traffic. Signs placed perpendicular to the building allow drivers and pedestrians to read them easily, even from a distance. Perpendicular signs are seen ten times more frequently than façade-mounted signs.

The Blade Sign Program implemented by the Town of Vermilion is to:

1. Enhance the exterior condition of businesses in the Retail Sector of the Town of Vermilion.
2. Provide increased visibility to businesses in our commercially zoned areas.
3. Add to the historic character of buildings within the town.
4. Improve private assets of the Town by revitalizing distinctiveness and integrity of downtown structures.

APPLICATION PROCESS:

- ✓ All applicants are encouraged to consult with the Economic Development Coordinator, prior to formally submitting their application. The purpose is to discuss the program's eligibility criteria, eligible assistance, procedures, project design, to ensure fast processing through to project approval.
- ✓ Select one of three pre-designed shapes of Blade Sign (See attached styles).
*Note: Although applicants must use one of three pre-approved Blade Signs available at Decals & Sign Obsession they can have the art work for the sign completed by any designer and sent to Decals & Sign Obsessions for completion. A copy of the Sign design must be submitted with the application form for approval.
- ✓ Complete and submit the Blade Sign application form, including necessary attachments.
 - Participants of the Town of Vermilion Blade Sign program do not require a sign permit however all signs must meet the requirements of the Town of Vermilion, Land Use Bylaw, Schedule C (Schedule of Sign Regulations), Section 7 – Projecting Signs.
- ✓ Upon receipt of the application a site visit will be conducted by the Economic Development Coordinator and the applicant to evaluate the store front and to determine the location and placing of the Blade Sign.
- ✓ The Project Committee will then review the complete application package and applicants will be notified in writing stating whether the application has been given conditional approval, refusal, or additional information is requested of the applicant.

**Note: Installation may begin only after the application is reviewed by the Economic Development Coordinator and has been referred to the Program Committee for approval. Any work done prior to formal approval will not be eligible under this program.

- ✓ Once the Blade Sign is installed and inspected for completion relative to the Blade Sign Program Agreement by the Economic Development Coordinator, the project is complete.
- ✓ Projects must be completed within six (6) months of approval by the Program Committee. Upon completion of a project the Economic Development Coordinator must be contacted for a site inspection.

ADDITIONAL INFORMATION:

Signage

- A. One hundred percent (100%) of the total cost of one (1) Blade Sign Bracket with hardware will be provided by the Town of Vermilion. The Town of Vermilion will retain full ownership of the bracket installed. If the applicant has more than one entrance and wishes to install additional blade signs brackets can be purchased at the Town of Vermilion Administration Office.
- B. The design of the sign can include the business name but cannot only list the business's name. The sign design must include notation on what the business operations offers. (ie Craig's Men's & Ladies Wear)
- C. Sign graphics shall be simple and bold.
- D. The number of colors used on signs shall be minimized for maximum effect. Six (6) colors including the background color is the maximum. Fluorescent colors are not allowed.
- E. If lighting is used in conjunction with the Blade Sign, only subdued and shielded lighting that is focused on the sign shall be allowed. No inside illuminated signs or reader-board signs shall be allowed.

Installation:

Installation and costs associated with installation of the Blade Sign is the responsibility of the applicant of the program.

Projecting signs shall only be permitted in the Commercial, Industrial, Institutional and Community Districts. All projecting signs shall be erected so that:

1. No part of the sign, excluding that portion which is used for support and which is free of advertising, shall be less than 3.0m (9.8ft.) above the ground or sidewalk grade.
 2. No part of the sign shall project more than 46.0 cm (18.1in.) above the top of the vertical face of the wall to which it is attached.
 3. The space between the sign and supporting structure shall not be more than 0.61m (2.0ft.).
 4. There shall be only one projecting sign for each business frontage, provided that, if a business frontage shall exceed 15.0m (49.2ft.) a further projecting sign shall be permitted for each additional 15.0 (49.2ft.) or portion thereof.
- ✓ The permitted area of the sign shall be related to the amount of projection from the face of the building. (See Town of Vermilion, Land Use Bylaw, Schedule C (Schedule of Sign Regulations), Section 7 – Projecting Signs for additional information)

If you have any further questions about completing this application, please contact Mary Lee Prior, Economic Development Coordinator at 780-581-2419, or by email mlprior@vermilion.ca Please return the completed application form to the Town of Vermilion Economic Development Office 5021 49th Avenue Vermilion, AB T9X 1X1.

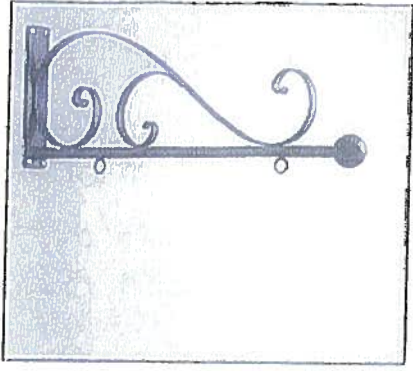
**Personal information collected as part of this application package is collected under the authority of s. 33(c) of the Alberta Freedom of Information and Protection of Privacy Act (FOIP) and will be used for purposes relating to the Retail and Commercial Development Grant Program. Is protected in accordance with the privacy provisions of FOIP. Please note the name and location of the buildings and building designs may be released to various organizations, the media and the public, in connection with the Retail and Commercial Development Grant Program.*

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BLADE SIGN APPLICATION CHECKLIST

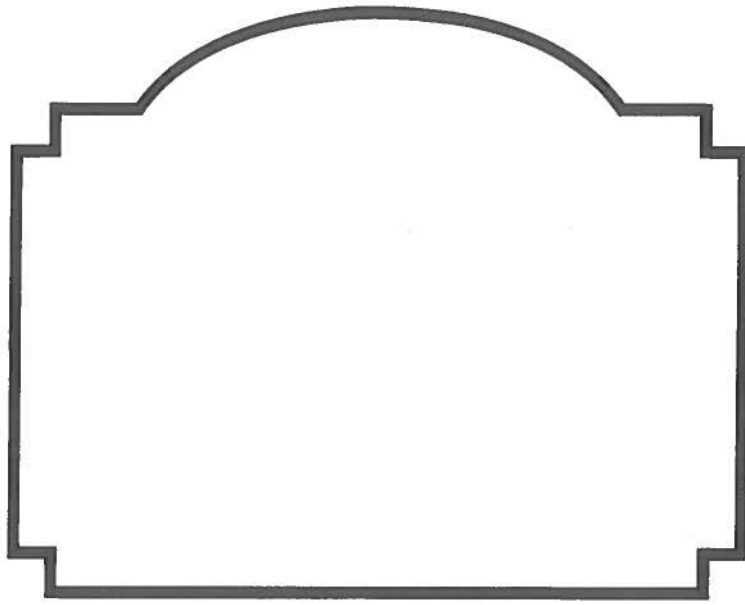
The Application checklist provides a list of material and information which is required for the submission stage of the application. Please indicate the *Required Information* submitted under the *Provided* column.

REQUIRED INFORMATION	PROVIDED	COMPLETE (Office use only)
Application Form		
Authorization for Agent of the Property Owner (if applicable)		
Project Design Details:		
✓ Photo of Exterior of Business		
✓ Copy of Artwork for Blade Sign (including dimensions)		
✓ Other supporting Illustrations (where applicable)		

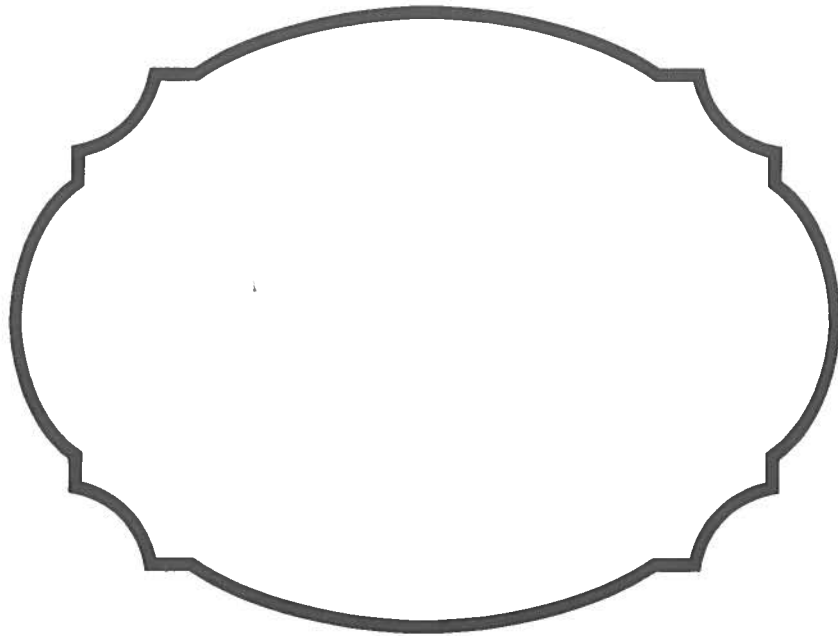


40" Torino Elite Hanging Blade Sign Bracket
Price: \$119.85

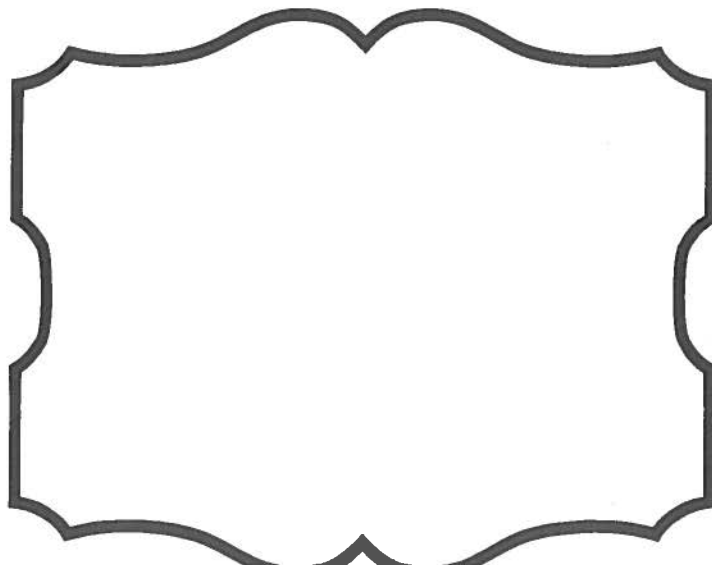
32" wide



26" tall



24" tall



26" tall