



VILLAGE OF ARLINGTON HEIGHTS
DEPARTMENT OF BUILDING & HEALTH SERVICES
33 S. Arlington Heights Rd.
Arlington Heights, IL 60005
Phone (847) 368-5560
Fax (847) 368-5975
Website: www.vah.com

SIGN

PERMIT SUBMITTAL REQUIREMENTS ALL APPLICATIONS REQUIRE THE FOLLOWING ITEMS:

- [SIGN APPLICATION](#)
- 2 COPIES OF ARTWORK SHOWING SIZE OF SIGN AND WHERE IT WILL GO ON PROPERTY
- [APPLICATION FOR ELECTRICAL PERMIT](#) (Copy of license)
IF SIGN IS ILLUMINATED
- [CONTRACTOR'S LICENSE APPLICATION](#) (All contractors, excluding electrician, must be licensed in the Village of Arlington Heights prior to release of permit)
- A FEE OF \$80 IS DUE AT TIME OF SUBMITTAL

PERMIT SUBMITTAL INFORMATION

- ★ All applications, including revisions, must be submitted to the Department of Building & Health Services.
- ★ For illuminated signs an additional permit fee of \$55 will be due at time of pick up.

**ONLY FULLY COMPLETED PERMIT SUBMITTALS CAN BE ACCEPTED FOR
REVIEW AND APPROVAL**