

**CITY OF KILLEEN  
OFF-PREMISE BILLBOARD  
REGISTRATION FORM**

<b>Sign Address:</b>			<b>Company Name:</b>
Legal Description:	Lot	Block	Subdivision
Applicant Name:	Company Mailing Address:		Phone:
E-mail Address:			Fax:
Property Owner:	Mailing Address:		Phone:

**Type of Registration:**  
 New Registration     Renewal Registration     Transfer Registration

Size Type	Face Size	Face Dimensions	OAH
<input type="checkbox"/> Small (287 sq ft or less) <input type="checkbox"/> Medium (378 sq ft or less) <input type="checkbox"/> Large (672 sq ft or less)	_____ sq ft	_____ Face height _____ Face width	_____ ft

**Check all that applies:**

- Billboard is combined with on-premise signage
- Billboard is illuminated
- CEVMS (electronic billboard) if yes     one sided     two sided
- Other: \_\_\_\_\_

Sign registration is not transferable and in the event of sale of the sign, the buyer and seller shall be jointly responsible to assure the re-registration within 15 days of the sale. Any off-premise sign removed, structurally altered or repaired shall be reported to the building department with 15 days of removal or work. Any off-premise sign not lawfully registered or if registration has lapsed more than 30 days shall be considered **abandoned** and upon notification by the building official, the property owner shall remove the entire sign assembly with 30 days.

\_\_\_\_\_  
 Signature of Owner or Authorized Agent \_\_\_\_\_  
Date

**For Official Use Only:**

Fee: \$40.00      Permit Number: \_\_\_\_\_      Date: \_\_\_\_\_

Expiration Date: **December 31, 20\_\_**

APPROVED BY: \_\_\_\_\_      DATE: \_\_\_\_\_