



TOWN OF MEREDITH

Public Works Department

Phone: 603-279-6352 Fax: 603-279-4656
347 Daniel Webster Highway, Meredith, NH 03253

SIGN APPLICATION FORM

Type of Sign Requested: (Please refer to Instructions and attached Copy of RSA 265:2)

____ Private Street Sign \$75.00 each Name on sign: _____
____ Stop Sign \$100.00 each _____ Post only-no installation-\$100.00 each
____ Yield Sign \$100.00 each _____ Installation-\$250 each sign (includes post)
____ Custom Sign (Price Quote to be provided prior to construction. Minimum charge of \$150.00)

***BUSINESS/ORGANIZATION/ASSOCIATION REQUESTING:**

Name of Person Signing Application: _____

Authorized SIGNATURE: _____

Billing Address: _____

Daytime Phone: _____ Date of Request: _____

PRIVATE REQUEST:

Amount of Payment: _____ Date payment received: _____

Application Processed and Payment taken by: _____

TOWN DEPARTMENT:

Town Department: _____ Authorized by: _____ Work Order Received _____

Amount to Bill Department: _____
(A Service Request Work Order must be filled out and submitted to PW Director for town department signs)

CUSTOM WORDING OF SIGN:

Diagram showing layout, colors, approximate sizes and any other custom requests must be attached.

LOCATION OF SIGN: (For installation requests only)

(Be specific-list junctions/intersections, feet from corner/road/exact location on building, etc.)

Person to be on site to approve installation:

Phone: _____

Sign Application Approved: _____ **Date:** _____

Mike Faller, Public Works Director

____ Approved street sign application copy sent to: Meredith Police Department

Sign completed date: _____ Sign Installation Date: _____

**Note: If private party applying, the actual person or owner of property must apply and sign. If Association, Organization or Business applying, only the authorized person with power of approval must make request and sign application. Town Department heads must sign work order for Town Department sign applications. See application instructions on Page 2.*

Sign Application Form

Instructions

1. Fill out application completely. Sign and return WITH PAYMENT to Public Works Office at 347 Daniel Webster Highway (603-279-6352). Town departments will be billed accordingly.
2. All custom signs will be priced and you will be notified of the total cost. Minimum charge of \$150.00. Prepayment must then be brought in PRIOR to any work on the construction of the sign.
3. There will be an additional charge for any proofs or custom work with sign designer.
4. Allow at least two weeks for signs to be made.
5. You will be notified by phone or fax when sign is finished and/or ready to be installed
6. No application will be accepted that is not signed or accompanied with payment.
7. All Private Road signs will be WHITE with GREEN LETTERING.
8. Stop Signs will be standard signs.
9. We need ACTUAL installation point-such as junction/intersection, distance from road, feet from corner or other point of reference for installation and a person with approval authority must be on site when sign installed. Suggest stake marking spot.
10. Meredith Public Works Director will approve all sign applications. A copy of all applications for private road signs, subdivisions or businesses will be sent to the Meredith Police Department.
11. Stop signs must be installed in accordance with RSA's specifications.
12. NO signs will be made up without this approved application and prepayment.

PRICE LIST FOR CUSTOM SIGNS:

Lettering:

Sign Blank Size _____ Quantity: _____ Unit Cost _____ Total: _____
Sheeting Type: _____ Color: _____
Size of letters: _____ Number of Letters: _____; Price Per Letter _____ Total: _____
Sheeting Type: _____ Color: _____
Size of letters: _____ Number of Letters: _____; Price Per Letter _____ Total: _____
Sheeting Type: _____ Color: _____
Size of letters: _____ Number of Letters: _____; Price Per Letter _____ Total: _____

Art Work:

Type: _____ Scanned _____ Original _____ Clip Art _____ Town Seal _____ Other: _____
Cost for Artwork: _____
Other Costs: _____
Total Cost for Artwork _____ Total _____
Total Cost for Design Services and/or Proof _____ Total _____
Minimum Charge of \$150.00..... \$150.00
TOTAL COST FOR CUSTOM SIGN: \$ _____

RSA 265:2 VEHICLE ENTERING FROM PRIVATE ROAD OR DRIVEWAY:

The driver of a vehicle about to enter or cross the right of way from a private road or driveway shall yield the right of way to all vehicles approaching on said ways.

PRIVATE ROADS are not subject to regulations of the Town. We do not enforce privately posted motor vehicle regulations per Chief of Police, May 19, 1992.

RSA 31:39 states that Towns may make bylaws for regulating the operation of vehicles, except railroads as common carriers upon their streets.

