



Village of Menomonee Falls
Department of Community Development
W156 N8480 Pilgrim Road
Menomonee Falls, WI 53051-3140
Telephone: 262.532.4270 Fax: 262.532.4289
www.menomonee-falls.org/cd
cd@menomonee-falls.org

MASTER SIGN PROGRAM APPLICATION FEE \$100

Property Name _____ Date _____

Property Address _____ Tax Key # _____

Property Owner

Name	_____	Telephone	_____
Address	_____	Fax	_____
City/State/Zip	_____	Email	_____

Contact Person

Name	_____	Telephone	_____
Address	_____	Fax	_____
City/State/Zip	_____	Email	_____

Sign Company

Name	_____	Telephone	_____
Company	_____	Fax	_____
Address	_____	Email	_____
City/State/Zip	_____		_____

Please provide the following information with your application:

- **Drawing** - A scaled drawing of the building facades showing the proposed sign locations and indicating all dimensions (height, width, depth, etc.).
- **Materials** - Samples of materials and replications of the exact colors proposed to be used.
- **Context** - Photographs of the existing buildings and existing sign(s), or color rendering of proposed buildings and other signs.

Please complete the front and back of this application and submit it to the Department of Community Development. An incomplete application will not be accepted.

Applicant's Signature _____ Date _____

Property Owner's Signature _____ Date _____

Wall Signs	
IDENTIFY ALL SIGN TYPES PROPOSED:	
Cabinet	
Material	
Colors	
Individual Letters Mounted to a Wall	
Material	
Colors	
Letters Mounted to a Raceway:	
Material	
Colors	
Panel:	
Material	
Colors	
Other:	
Material	
Colors	
ADDITIONAL INFORMATION AS NEEDED:	
Logos	
Material	
Colors	
Trim Cap	
Material	
Color	
Sides of Sign / Returns	
Material	
Color	
Illumination (circle one) →	Internal External None
Type	
Colors	

Freestanding Signs	
Sign Type (circle one) →	Monument/Pylon Pole Other:
Base Materials	
Base Colors	
Cabinet and/or Tenant Panel Materials	
Cabinet and/or Tenant Panel Colors:	
Letters/Logos Colors	
Background Colors	
Text/Logos Outside Cabinet or Tenant Panels	
Materials	
Colors	
Other:	
Materials	
Colors	
Illumination (circle one) →	Internal External None
Type/Location	
Color	