

**CITY OF RICHFIELD
Community Development**

Memorandum

Date: December 1, 2019
To: Sign Installers
From: Rachel Graack
Subject: 2020 Sign Installer License Application

The fee for the 2020 license will remain at \$80.00. The licensing year will run from January 1, 2020 through December 31, 2020.

Please review and update your application and return with the following:

- \$80.00 Fee
- Please include your e-mail address on the application.
- Your Minnesota Tax Identification number**
- Bond in the amount of \$1,000 (or copy of your State Bond)
- Certificate of Insurance with the City of Richfield listed as certificate holder.
- Please sign **and** print name at bottom of application.

PLEASE NOTE: A separate electrical permit is required for sign wiring

If you have any questions, please contact me at 612-861-9860.

Return Mailing Address:

City of Richfield, Inspections Division, 6700 Portland Ave S., Richfield, MN 55423