

INCORPORATE VILLAGE OF MILL NECK  
BUILDING DEPARTMENT  
32 FROST MILL ROAD, P.O. BOX 351  
MILL NECK, NY 11765  
Phone: (516) 922-6722 Fax: (516) 922-5190  
[www.millneckvillage.com](http://www.millneckvillage.com)

**REAL ESTATE SIGN APPLICATION**

**INSTRUCTIONS:**

Fill in the form completely.  
Submit a diagram where the sign will be placed.  
Submit permit fee of \$100.00 (original permit is for 3 months).  
Sign **MUST** be removed within 3 days after permit expires.

**SIGN SHALL BE:**

**SIZE:** Not to exceed four (4) square feet in area. Logo is prohibited.  
**STYLE:** White background with black letters and/or numerals only.  
**SETBACK:** Must be a minimum of ten (10) feet from any roadway or lot lines.  
**WORDING:** Property is for sale or leasing and telephone number.

APPLICANT: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CELL: \_\_\_\_\_

EMAIL: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_ PHONE: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_ CELL: \_\_\_\_\_

SIGNATURE OF APPLICANT/OWNER: \_\_\_\_\_

DATE SUBMITTED: \_\_\_ / \_\_\_ / \_\_\_ SECTION: \_\_\_\_\_ BLOCK: \_\_\_\_\_ LOT(s): \_\_\_\_\_

APPROVED: \_\_\_\_\_ DATE: \_\_\_ / \_\_\_ / \_\_\_

Village Official

AMOUNT RECEIVED: \$ \_\_\_\_\_ CHECK# \_\_\_\_\_ CASH \_\_\_\_\_

PERMIT DATES FROM: \_\_\_ / \_\_\_ / \_\_\_ EXPIRES: \_\_\_ / \_\_\_ / \_\_\_

RENEWAL DATES:

- (1) FROM: \_\_\_ / \_\_\_ / \_\_\_ EXPIRES: \_\_\_ / \_\_\_ / \_\_\_ CHECK # \_\_\_\_\_ or CASH  
(2) FROM: \_\_\_ / \_\_\_ / \_\_\_ EXPIRES: \_\_\_ / \_\_\_ / \_\_\_ CHECK # \_\_\_\_\_ or CASH  
(3) FROM: \_\_\_ / \_\_\_ / \_\_\_ EXPIRES: \_\_\_ / \_\_\_ / \_\_\_ CHECK # \_\_\_\_\_ or CASH

PERMIT NUMBER: \_\_\_\_\_