



Town of Oakville

Temporary Commercial Sign on Municipal Right of Way in a BIA Permit Application

We the undersigned hereby agree to all conditions as shown herein and as outlined in the Town of Oakville By-law 2018-153 and further, to indemnify and save the town harmless from any and all actions arising in connection with the placement and location of any temporary commercial signs on public highways and road allowances within the town.

	Applicant
Name :	
Company Name :	
Address :	
Phone Number :	
E-Mail Address :	

Insurance Checklist:

- Copy of General Liability Insurance Certificate with Town of Oakville named as additional insured or co-insured.
- Permit holder to provide public liability and property damage insurance for \$2,000,000 for single occurrence and \$5,000,000 for general aggregate.

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- One temporary commercial sign per business, measuring 0.6 meters (two feet) by 0.9 meters (three feet), may be displayed directly in front of a business.
 - The sign must be positioned in a way that will not reduce the travelled area and/or the width of the pedestrian walkway to less than 1.5 meters.

I have read and understand the requirements of the Town of Oakville By-law 2018-153 and shall fully comply with the rules and regulations contained there-in:

Signature: _____ Date: _____

Reviewed By: _____ Approval Date: _____

Send Completed Application Form To: engconstrequests@oakville.ca

Refer to the Town of Oakville's Current Rates and Fees Schedule for Permit Fee Amount

Personal Information on this form is collected under the authority of the *Municipal Act, 2001*, as amended for processing this permit and payment thereof. Questions about the collection of personal information should be directed to: Records and Freedom of Information Officer, Clerk's Department, 905-815-6053. Transportation and Engineering Department, The Corporation of the Town of Oakville, 1225 Trafalgar Road, Oakville, ON L6H 0H3 / Phone (905) 845-6601 / Fax (905) 338-4159. Version 2/2026