



424 N. Sappington Road Glendale, Missouri 63122 (314) 965-3600 fax (314) 965-4772

REQUEST FOR TEMPORARY NO PARKING SIGNS

NAME OF PERSON REQUESTING SIGNS _____

HOME PHONE # _____ WORK/CELL PHONE # _____

HOME ADDRESS _____

ADDRESS WHERE SIGNS ARE TO BE INSTALLED & DATE OF EVENT:

CHECK IF YOU WANT SIGNS POSTED _____ **OR** DELIVERED _____ TO THE ABOVE ADDRESS.
(Posting/Delivery will be on the Friday prior to the event)

DATE OF RETURN _____ (Signs and Posts Must be returned to the Police Department to avoid a charge.)

ONE-WEEK NOTICE IS REQUIRED FOR ALL NO PARKING SIGNS.

CITY EMPLOYEES IN ACCORDANCE WITH LOCAL CITY ORDINANCES SHALL POST ALL SIGNS. THE SIGNS WILL THEN BE RETURNED BY THE REQUESTER (S) TO THE POLICE DEPARTMENT ON THE REQUESTED RETURN DATE. THE REQUESTER (S) IS LIABLE FOR ANY LOST OR DAMAGED SIGNS (\$1.00) AND/OR POLES (\$.50) PAYABLE AT THE TIME OF RETURN TO THE CITY OF GLENDALE. PAYMENTS CAN BE MADE AT THE POLICE DEPARTMENT.

SIGNATURE OF REQUESTER

**Attention City Hall please forward completed form to Public Works

Updated 12/09