

# “No Parking” Sign Request Form

(For Utility Work Only)

1. Company name requesting “No Parking” signs. \_\_\_\_\_ Qty \_\_\_\_\_
2. Name of requestor picking up signs. \_\_\_\_\_
3. Person responsible at the site? Name \_\_\_\_\_ Cell \_\_\_\_\_
4. What Street/Block are you posting? \_\_\_\_\_
5. What type of work you are doing? \_\_\_\_\_
6. Date of Work \_\_\_\_\_ Start \_\_\_\_\_ End \_\_\_\_\_  
(time) (am/pm) (time) (am/pm)
7. Who responsible for traffic control on the site? \_\_\_\_\_
8. Will this work require a lane restriction or street closure? \_\_\_\_\_

**Notes:**

1. No parking signs are \$1 each
2. Form requires 3 business days for approval
3. All signs are to be removed at the conclusion of the work
4. Signs posted with incorrect dates will be removed by the borough
5. Changes in “Date of work” will require new signs