

**TOWN OF NEWPORT**  
**Town Common Sign Permit**

*Adopted by the Board of Selectmen 3/19/2007*

Sign Specs and Rules

1. Length of time – Maximum of 14 days in advance of the event
2. Sign Dimensions – no larger than 32” x 43”, letters large enough to be read from the Little Common.
3. Newport area non-profit organizations only. Newport non-profit organizations have first priority.
4. No signs shall be placed in front of the information booth. The Town will be responsible for the placement of all signs.
5. Professional appearing signs only.
6. Sign material must be durable enough to withstand weather.
7. No signs allowed in the winter months due to snow banks.
8. Signs can be removed at the Town’s discretion at any time.
9. Town has the right to establish new and/or waive existing sign rules.
10. Newport School and Town sponsored and co-sponsored events are exempt.
11. Signs are intended for notice of special annual or semi-annual events. Signs advertising or providing notice of programs or activities that take place regularly several times throughout the year are not allowed.
12. **All signs must be picked up at the Town Office within 2 weeks of your event. You can arrange to pick up your sign by calling Sylvia McElreavy at (603) 477-4905.**

Contact Information

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Event Description \_\_\_\_\_

Event Date \_\_\_\_\_ / \_\_\_\_\_

\_\_\_\_\_  
Authorized Town Official

\_\_\_\_\_  
Date

**Town of Newport**  
**15 Sunapee Street**  
**Newport, NH 03773**  
**(603) 863-1877**