



New Sign Requirements

Commercial signage can be difficult to navigate and the sign permitting process can be confusing. The purpose of this guide is to provide you with general requirements for installing commercial signage.

GENERAL REQUIREMENTS – OUTDOOR COMMERCIAL SIGNS

- **CA Electrical Code 600.5** *Each commercial building and each commercial occupancy accessible to pedestrians shall be provided with at least 1 outlet in an accessible location at each entrance to each tenant space for sign or outline lighting system use. Outlet shall be supplied by a branch circuit rated at least 20 amperes and supply no other load.*
YRZ Signs will determine your electrical needs upon site inspection. Use of an electrician may be required.
- **Title 24-Outdoor Electrical Signs** must be controlled by a photocontrol in addition to an automatic time switch control or an astronomical time-switch control. Limited exceptions apply.
- **Sign Permit** – Permits are required for any new sign; there are a few exceptions allowed by some cities.
- **Permit Fees:** Fees can vary by city, project valuation, and scope. The customer is liable for all permit fees; permits will be obtained by YRZ Signs and receipts provided for reimbursement.
- **Adherence to City Code or Sign Program** – Sign design is limited to what the local code or established sign program will allow. Strict adherence to the code is recommended, or your project can be significantly delayed without guaranteed approval.
- **Elevation Drawings and Attachment Details** – YRZ Signs designs your **Permit Package** after a bid has been approved and deposit received, the initial conceptual proof is not the final city document and lacks the required specifications for the city.
- **Certificate of Occupancy** – if you have not obtained a Certificate of Occupancy the city will not issue a sign permit. We ask that you provide this documentation to ensure a smooth permitting process.
- **Landlord or Owner Approval** – City requires in order to issue a sign permit.
- **Final City Inspection** – Final inspection is too often forgotten by many sign contractors. This is a crucial step in completing your sign project. Make sure that your signs are inspected and finalized.

Please note that not all the general requirements may apply to your signage project. Some requirements have limited exceptions that we can discuss if the project qualifies.

ART FILE REQUIREMENT

In order to fabricate your signage, we need to have vector files and any fonts used in your artwork.

Acceptable file types: EPS, AI, CDR, PDF (EPS is preferred).

VECTOR FILE Q&A

Q. Where can I obtain vector files and fonts?

A. Your graphic design company or inhouse designer will have access to these files.

Q. What if I can't obtain a vector or font?

A. YRZ Signs can vectorize any artwork and obtain any font for an additional fee.

Q. Where can I learn more about vector artwork?

A. <https://www.youtube.com/watch?v=MoCSwF0n-io>

DEPOSITS TO BEGIN WORK

10% of the contract price or \$1,000, **whichever is less.**

This deposit will initiate the job and city permits will be prepared for submission. A schedule of payments will be provided with your deposit invoice outlining the terms of progress payments.

Please note that other services may not require payment until the job or service is completed. YRZ Signs will inform you of the type of payment schedule that applies to your specific project.

If you have questions or would like to request a quote, please email.

Info@yrzsigns.com or call 949-672-8028

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