

GEORGIA DEPARTMENT OF TRANSPORTATION
One Georgia Center
600 West Peachtree Street N.W., 10th Floor
Atlanta, Georgia 30308
APPLICATION FOR SIGN REMOVAL CREDIT
TYPE OR PRINT LEGIBLY (Please sign original in blue ink- All Sections Must Be Completed)

Applicant Information

Property Owner Information

Corporate Name _____

Name of Applicant (agent) _____ Corporate Title _____

Address _____

City _____ State _____ Zip _____

Phone # _____ Email _____

Corporate Name _____

Name of Landowner _____ Corporate Title _____

Address _____

City _____ State _____ Zip _____

Phone # _____ Email _____

Sign Information Permit No. _____ Latitude _____ Longitude _____

Sign Face Area (L x W = Area)	Sign Height	Sign Material (circle one below) Wood / Steel	Amount from Removal Credit Section 1 \$
Sign Terrain and Topography (circle one below) Routine / Moderate / Difficult			Amount from Removal Credit Section 2 \$
			Maximum Credit Total (MCT) \$
Sign Type (circle one) Nonconforming Lapsed		Credit Amount = 100% MCT Credit Amount = 50% MCT	Credit Voucher Amount \$

Submittal of this application certifies that _____ has obtained lawful access from the lawful property owner to remove this permit.

Signed by: _____ Corporate Name _____
 _____ on _____ day of _____, 20____
 Applicant Name Corporate Title Day Month Year

BELOW - FOR GDOT USE ONLY

Credit Voucher

This is to certify that the Georgia Department of Transportation has approved a sign removal credit as indicated herein for permit number _____ in the amount of \$_____.

Approved on the ____ day of ____ 20__.

 Outdoor Advertising Manager
 Voucher # _____

GEORGIA, FULTON:
 I, Russell R. McMurry, P.E. Commissioner of the Georgia Department of Transportation, do hereby certify that this Credit Voucher is in the amount indicated and is redeemable only for Contributory Value Fees under the GDOT Vegetation Management Program.

This the ____ day of _____, 20____

 Russell R. McMurry, P.E., Commissioner

ATTEST:

 Angela Whitworth, Treasurer

 Seal

This Credit Voucher has no value other than for credit against certain contributory value fees due under the GDOT's Vegetation Management at Outdoor Advertising Program. This Voucher must be surrendered upon request for credit against Contributory Value Fees.
 Sign removal shall be accomplished as specified under O.C.G.A. § 32-6-75.3 (j).
 A Sign Removal Completion form shall be submitted to GDOT within ten (10) calendar days of the sign removal.
 This Voucher may be transferred without notice to GDOT; however, only the original, sealed voucher will be accepted for credit.

Date Voucher Returned	Value used	Vegetation Permit Number	New Voucher Value	New Voucher Number

Voucher Transfer Date	Voucher Submitted By	Submitter Address	New Voucher Number

By _____, _____ Date _____, 20____
 Name Title

INSTRUCTIONS FOR SIGN REMOVAL CREDIT AND CREDIT VOUCHERS

The Sign Removal Credit APPLICATION must be completed as follows:

1. The name, title, address, telephone number, e-mail of the individual or corporation applying for the credit.
2. The name, title, address, telephone number and e-mail address, of the individual or corporate property owner approving access.
3. Permit number, type of sign and scheduled credit amount of the sign being submitted for credit. Refer to APPENDIX A, the Credit Voucher Schedule of Fees. Determine the Maximum Allowable Removal Costs under Section 1. Under Section 2, determine the Ease of Access cost. Add amounts under Section 1 and 2 for the Maximum Credit Total. Circle the Sign Type and multiply by the appropriate percentage factor to calculate the Credit Voucher Amount.
4. Provide a statement certifying that the applicant has obtained the lawful and legal authority of the property owner to access the property for sign removal. (Document 1)
5. W-9 of individual or corporation applying for the credit (Document 2)
6. A copy of the Sign Removal Completion Report, part 1 (ATTACHMENT 1), with a photograph of the sign in place, date stamped no more than 20 days prior to the application date.

REQUIRED ATTACHMENTS AND DOCUMENTS

ATTACHMENT 1: Sign Removal Completion Report (part 1)

DOCUMENT 1: Affidavit for Right of Entry from Property Owner

DOCUMENT 2: W-9 of Corporation or Individual Applicant

CONDITIONS OF SIGN REMOVAL CREDIT AND CREDIT VOUCHERS

The following conditions shall be applicable to all sign removal credit applications and credit vouchers, or parts thereof, issued by the Department.

A credit voucher will not be issued until the sign is fully removed and the Sign Removal Completion Report is submitted and approved by the Department. There will be no conditional acceptance of the Sign Removal Completion Report.

All credit vouchers expire 5 years (60) months after issuance. The credit voucher can be used for multiple cuttings. The total amount of the credit voucher does not have to be used at one time. New Credit Vouchers will be issued to reflect remaining balances.

The expiration date is based on the original credit voucher issue date regardless of transfer date or new credit voucher issued to reflect remaining balances. Credit Vouchers may be transferred. It is not the responsibility of the Department to track ownership of a credit voucher.

Provisional Acceptance is valid for 90 days, beginning on the date of notice of acceptance. Any application submitted for a sign which is not removed within the 90 day provisional acceptance period will become void and a new application must be submitted for the sign to qualify for any credits.

A Sign Removal Completion Form, parts 1 and 2, must be submitted within 10 calendar days after the sign has been removed.

Any lost, stolen or destroyed credit voucher will not be replaced or reissued. Any credit voucher that cannot be authenticated will not be accepted.

The Department reserves the right to determine the final value of any credit voucher. A field investigation will be performed for each application. Any discrepancies on the application will be corrected by the Department. The approved credit voucher amount listed on the voucher is final. The Sign Removal Credit Schedule is non-negotiable.

Applications for removal credits will be denied for the following reasons:

- A. Applications for removal of a nonconforming sign when the applicant is not the GDOT record owner.
- B. Applications for removal of other signs not on GDOT's Lapsed Signs List.
- C. Application for removal for signs on GDOT's Lapsed Signs List when the applicant is the GDOT record owner or last known owner.
- D. Incomplete Applications.
- E. Signs not approved for removal under the requirements of O.C.G.A. §32-6-75.3 (j).
- F. Either the Applicant or sign to be removed has an unresolved vegetation violation.

Appendix A Sign Removal Credit Schedule

Section #1

Sign Face Area	Sign Height	Sign Material	Maximum Allowable Removal Cost
600 to 1200 SF	100 Ft +	Wood	N/A
		Steel	\$16,000.00
	50 to 99 Ft	Wood	\$10,000.00
		Steel	\$11,000.00
	0 to 49 Ft	Wood	\$6,000.00
		Steel	\$7,500.00
300 to 599 SF	100 Ft +	Wood	N/A
		Steel	\$14,000.00
	50 to 99 Ft	Wood	\$8,500.00
		Steel	\$10,000.00
	0 to 49 Ft	Wood	\$5,000.00
		Steel	\$6,500.00
100 to 299 SF	100 Ft +	Wood	N/A
		Steel	\$9,500.00
	50 to 99 Ft	Wood	\$5,000.00
		Steel	\$7,000.00
	0 to 49 Ft	Wood	\$2,500.00
		Steel	\$4,500.00
0 to 99 SF	100 Ft +	Wood	N/A
		Steel	\$7,500.00
	50 to 99 Ft	Wood	\$3,000.00
		Steel	\$5,500.00
	0 to 49 Ft	Wood	\$2,000.00
		Steel	\$4,000.00

Section #2

Sign Terrain and Topography (Ease of Access)*

Routine

\$0.00

Moderate

\$4,000.00

Clearing and work trail widening, slope above 15 degrees

Difficult

\$7,500.00

Clearing, road building , matting or special lift and reach equipment, slope above 35 degrees