

Letter of Appeal for Temporary Signage Approval

Date: [Insert Date]

To: [Appropriate Authority's Name]

[Authority's Position]

[Authority's Organization]

[Address]

[City, State, Zip Code]

Dear [Authority's Name],

I am writing to formally appeal the decision regarding the temporary signage permit application submitted on [insert date of original application]. As a representative of [Your Company/Organization Name], we believe that the proposed signage is essential for [briefly explain purpose, e.g., promoting an event, advertising services, etc.].

We understand that the initial request was denied due to [mention reasons for denial, if applicable], and we would like to address these concerns:

- [Reason 1 and your counter-argument]
- [Reason 2 and your counter-argument]

We believe that our temporary signage will not only comply with local regulations but will also enhance [mention community benefits or visibility]. We are willing to adjust our proposal to meet any specific guidelines that are required and would appreciate your guidance in doing so.

We respectfully ask you to reconsider our application and grant us the approval necessary to proceed. Thank you for your attention to this matter. We look forward to your response.

Sincerely,

[Your Name]

[Your Position]

[Your Company/Organization Name]

[Your Contact Information]