



## Sign Posting Affidavit – Administrative Review

All fields are required.

I, \_\_\_\_\_, hereby certify that the subject property was posted with  
(print or type name)

\_\_\_\_\_ sign(s) on \_\_\_\_\_  
(specify number) (date)

I further certify that the signs were inspected on \_\_\_\_\_ (7 to 15 days  
after site was posted) and were maintained in a reasonable manner.

Signature: \_\_\_\_\_

**DO NOT SUBMIT THIS AFFIDAVIT UNTIL THE SITE HAS BEEN INSPECTED**

Application Number: \_\_\_\_\_ Application Name: \_\_\_\_\_

Contact Person & Telephone: \_\_\_\_\_

Company Name & Address: \_\_\_\_\_

Capacity in which you are acting: \_\_\_\_\_  
(owner, applicant, agent)

**Note:** Attach legible photograph(s) showing sign(s) in place and at least one additional photograph from a distance sufficient to show physical improvements or natural characteristics to identify the subject property.

**Return this affidavit and photographs saved as one PDF and submit to the DARTS record no later than 15 days after the acceptance date.**