

ARDOT.gov | IDriveArkansas.com | Lorie H. Tudor, P.E., Director

10324 Interstate 30 | P.O. Box 2261 | Little Rock, AR 72203-2261 Phone: 501.569.2000 | Voice/TTY 711 | Fax: 501.569.2400

#### **RE: Logo Signing Program (For Interstate and Freeway Routes Only)**

Dear Sir/Madam:

Thank you for your inquiry pertaining to the Department's Logo Signing Program. Enclosed are the application procedures, the Department's Policy for Erection for Specific Services Signs, an application, a form W-9, and specifications for the sign manufacturer.

Please review this information and submit your application, W9 and the \$35.00 application fee to the mailing address below. Space on the signs is limited, applications are processed on a first-come, first-serve basis.

Arkansas Department of Transportation Right of Way Division - Beautification Section P. O. Box 2261 Little Rock. Arkansas 72203

If you have any questions, please call our office at (501) 569-2088.

William Reynolds Section Head Beautification Section Right of Way Division

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Enclosure: Logo Application Packet



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# **Logo Application Procedures**

(For Interstate and Freeway Routes Only)

Please in	itial each condition before submitting your application:
	Review the Department Policy for Erection for Specific Service Signs for Logo Signing Program.
	Review the specifications for the sign manufacturer. All Logo signs <b>must conform</b> with the specifications. <b>Do not order</b> your signs until notified to do so by the Department.
	Complete a separate application for the specific service (Gas, Food. Lodging Camping, or Attraction) that you provide. If you provide more than one service, a separate application for each is required.
	Submit your application, W9 and a check or money order payable to the ARDOT Beautification Section for the thirty-five dollar (\$35.00) application fee.
	Applicant agrees to supply Logo signs/panels and ship or deliver them to the ARDOT Mail Room within 90 days of permit approval letter. Failure by applicant to supply Logo signage to ARDOT within 90 days will result in the termination of permit agreement.

#### **LOGO SIGNING FEES**

Application Fee \$35.00 (Per application)

Installation Fee \$80.00 (Per Logo sign)

Annual Maintenance Fee \$200.00 (Per Logo sign)

Removal/Cover Fee \$100.00 (Per set of Logo signs)



Check Amount

# ARKANSAS DEPARTMENT OF TRANSPORTATION Logo Signing Program Application

Name of Business/Facility	Phone				
Name of Applicant/Owner/Manager	Email Address				
Business Mailing Address	City	State Zip Code			
BUSINESS	S LOCATION DATA				
Highway Exit Number	County				
Direction from Highway Exit (Check One)  Distance from Highway Exit (Miles/Tenths)	orth	West			
MINIMUM REQUIRED SERVICES (Check Applicable Services)					
Gas    15 Mile Distance   15 Mil	Lodging  5 Mile Distance icense or Permit where required rublic Telephone dequate sleeping ccommodations  Camp 15 Mile D License of where red where red accommod	Distance 30 Mile Distance or Permit License or Permit quired where required Water Drinking Water ns Restrooms e parking Adequate parking			
Is Business open all year?	TION DETAILS  No March April September October	☐ May ☐ June ☐ December			
CEF	RTIFICATION				
I certify that these statements are true and correct and that my business complies with all applicable laws concerning public accommodations without regard to race, religion, color, age, sex, disability, or national origin, and will continue in compliance.  I understand that any falsification or misrepresentation of the statements in this application or failure to comply with any Logo Application Procedures may result in the denial of the application or the revocation of my permit.					
I also understand it is my responsibility to supply and del	liver Logo signage to ARDOT w	ithin 90 days of approval letter.			
Applicant Signature:	Da	te:			
FOR O	FFICAL USE ONLY				
Highway Exit County	□G □F □L □C □A	Main lane Turn Mileage			
Inspector Date Inspected		N/B			
□APPROVED □DENIED GPS		E/B			
	tion No.	1-TRAIL 2-TRAIL			
Check No Installation Fee An	nnual Maint. Fee	3-TRAIL			

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\_ Amount Applied to Permit\_



### **Request for Taxpayer Identification Number and Certification**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

	Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.				
	2 Business name/disregarded entity name, if different from above				
page 3.	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of following seven boxes.	certain entities, not individuals; see instructions on page 3):			
e. ns or	☐ Individual/sole proprietor or ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/esta single-member LLC	Exempt payee code (if any)			
ğ Ş	☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶	_			
Print or type. See Specific Instructions on page	Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not che LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC is disregarded from the owner should check the appropriate box for the tax classification of its owner.	is and (if any)			
_ ĕi	Other (see instructions)	(Applies to accounts maintained outside the U.S.)			
ě		ame and address (optional)			
99					
S	6 City, state, and ZIP code				
	7 List account number(s) here (optional)				
Par	Taxpayer Identification Number (TIN)				
	,	al security number			
backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a</i>					
TIN, la	TIN, later.				
	If the account is in more than one name, see the instructions for line 1. Also see What Name and er To Give the Requester for guidelines on whose number to enter.	oyer identification number			
Par	Certification				
Under	penalties of perjury, I certify that:				
2. I an Ser	number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not be vice (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, o onger subject to backup withholding; and	en notified by the Internal Revenue			
3. I an	n a U.S. citizen or other U.S. person (defined below); and				

- 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments

other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.				
Sign Here	Signature of U.S. person ▶	Date ►		

### **General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

#### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

• Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding,



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#### LOGO SIGNING PROGRAM

# **Shipping Information**

Manufactured Logo signs are to be shipped to the following address:

Arkansas Department of Transportation Mail Room 10324 Interstate 30 Little Rock, AR 72209

The Logo signs should be packaged properly to avoid damage in shipment. The attached application must be shipped with the Logo sign for identification purposes.

#### **Business Sign Specifications**

The sign shall be fabricated on 0.063-inch flat sheet aluminum made of aluminum alloy (ASTM B 209, Alloy 5052 H 38), and sized as shown on the Typical Business Signs detail sheets. The business sign shall be reflectorized to show the same colors at night as in the day. The reflective sheeting used shall be Type III sheeting commonly called "High Intensity" or "Encapsulated Lens" sheeting, and shall meet the requirements of the "Standard Specifications for Construction of Roads and Bridges on Federal Highway Projects," 1985, FP-85. The sign shall also meet the requirements of the Arkansas Department of Transportation specifications "General Requirements for Signs." The sign shall have no holes for mounting.

The sign may consist of the business identification symbol, name, brand, trademark, or a combination of these. Words and messages that are definitely established as an integral part of the registered trademark may be used. Extra messages may not be used, e.g., "Telephone In Every Room," "Breakfast Served," etc. The full area of the blank must be utilized in the design of the sign for background, border, legend, logo, etc., to form a fully reflectorized sign of the size allowed. If applicable, "Open 24 Hours" may be used.

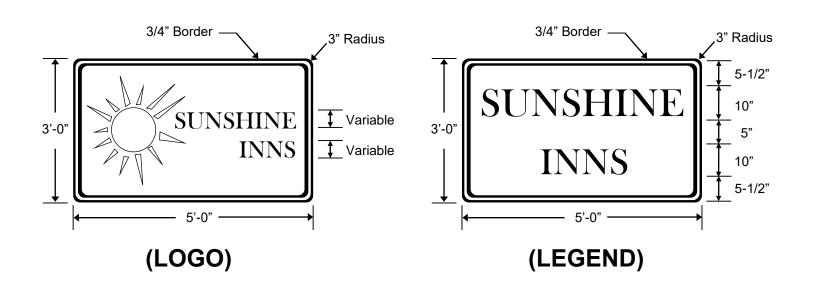
The mainline sign shall have a legend of 10-inch letters, and a ¾-inch border of the same color as the letters. The ramp signs shall have a legend of 4-inch letters and a ½-inch border of the same color as the letters. Where business identification symbols or trademarks are used alone, the border may be omitted.

Messages, symbols, and trademarks which resemble any official traffic control device are prohibited.

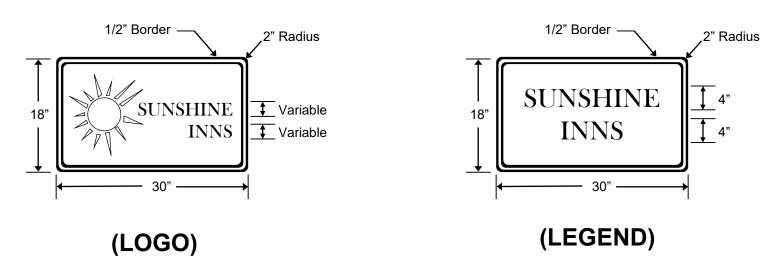
IF YOU HAVE ANY QUESTIONS REGARDING COMPLIANCE WITH THESE SPECIFICATIONS, PLEASE SUBMIT A DETAILED DRAWING OF YOUR BUSINESS SIGN TO THE BEAUTIFICATION SECTION BEFORE MANUFACTURE.

# **LOGO SIGNING PROGRAM**

# TYPICAL BUSINESS SIGNS - MAINLINES -



# TYPICAL BUSINESS SIGNS - RAMPS -







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# LOGO SIGN MANUFACTURERS

Arkansas Sign & Barricade,

Inc. 10601 Otter Creek East Blvd. Mabelvale, AR 72103 Phone: (501) 653-2300 Fax: (501) 653-2301

Banner Sign & Barricade

1801 East 17th St. Little Rock, AR 72202 Phone: (501) 372-5978 Toll Free: (800) 336-9875

Condray Sign & Advertising

Co. 1107 East Harding Ave. Pine Bluff, AR 71601 Phone: (870) 534-5210

Email: keri@condraysigns.com

**Fast Signs** 

3503 Sowell Ln. Texarkana. TX 75503 Phone: (903) 831-7446 Fax: (903) 831-7449

Gibson's Sign-Mart

1021 Neil Dr. Jonesboro, AR 72401 Phone: (870) 972-8693 Fax: (870) 935-6537

Hall Signs, Inc.

4495 West Vernal Pike Bloomington, IN 47404 Toll Free: (800) 284-7446

Interstate Highway Sign Co.

7415 Lindsey Rd. Little Rock, AR 72206 Phone: (501) 490-4242

Interstate Logos, Inc.

5551 Corporate Blvd., 2nd Floor Baton Rouge, LA 70808 Phone: (225) 932-9796 Toll Free 1-800-468-7805

Seiz Sign Co.

1231 Central Ave. Hot Springs, AR 71901 Phone: (501) 623-318

Fax: (501) 623-4595