

## SRCA ARCHITECTURAL APPLICATION CHECKLIST

### Commercial Signs and Banners

**Please be sure your project meets these guidelines before submitting for approval.**

This checklist is for guidance ONLY-please refer to the SRCA Architectural Guidelines for the specific requirements relating to your project. You may require additional checklists, dependent upon the type of project proposed. Please see plan my project at [www.scottsdaleranch.org](http://www.scottsdaleranch.org) for more information, full guidelines and applicable architectural rules.

All signage require review and approval prior to installation. Signage must be constructed on cloth, canvas, vinyl, or plastic and must be affixed to the tenant's portion of the building. Window signs, wall signs, Shingle signs, Awning Signs, Door Signs, Temporary Banners, Free Standing, Grand Opening, Specific Event and Office signs, see Mercado rules for more information at [www.scottsdaleranch.org](http://www.scottsdaleranch.org). Please allow sufficient time for review.

**This checklist is for guidance ONLY-please refer to the Mercado Signage Guidelines for the specific requirements relating to your project at [www.scottsdaleranch.org/srca-documents-and-forms](http://www.scottsdaleranch.org/srca-documents-and-forms).**

**Please submit the following, in addition to your completed and signed SRCA Architectural Application**

**for SRCA review:**

- Photo or plan, showing the proposed location of sign or banner.
- Full color photo or plan of proposed special event sign or banner.
- Size, color and material of sign or banner.
- Approval from Mercado Property Management is to be attached.

If you have any questions, please contact Diane Botica the Architectural Liaison at 480-860-2022 or [dbotica@scottsdaleranch.org](mailto:dbotica@scottsdaleranch.org).