



CERTIFICATE OF LIABILITY INSURANCE

DATE (M/D/Y)
12/30/15
Inspections Division
Date: 02/20/15



THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES LISTED BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cross Insurance-Portland 2331 Congress Street Portland ME 04102	CONTACT NAME: Marina Salang-White PHONE (A/C, No. Ext): (207) 780-1677 E-MAIL ADDRESS: msalangwhite@crossagency.com	FAX (A/C, No): (207) 780-6377
	INSURER(S) AFFORDING COVERAGE	
INSURED Bull Moose Music c/o Crickery Wood, Inc 17 Arbor St. Portland ME 04103	INSURER A: Citizens Ins Co of America NAIC # 31534	
	INSURER B: Allmerica Financial Benefit NAIC # 41840	
	INSURER C: Hanover Ins Group	
	INSURER D: Maine Employers Mutual Ins Co.	
	INSURER E:	
	INSURER F:	

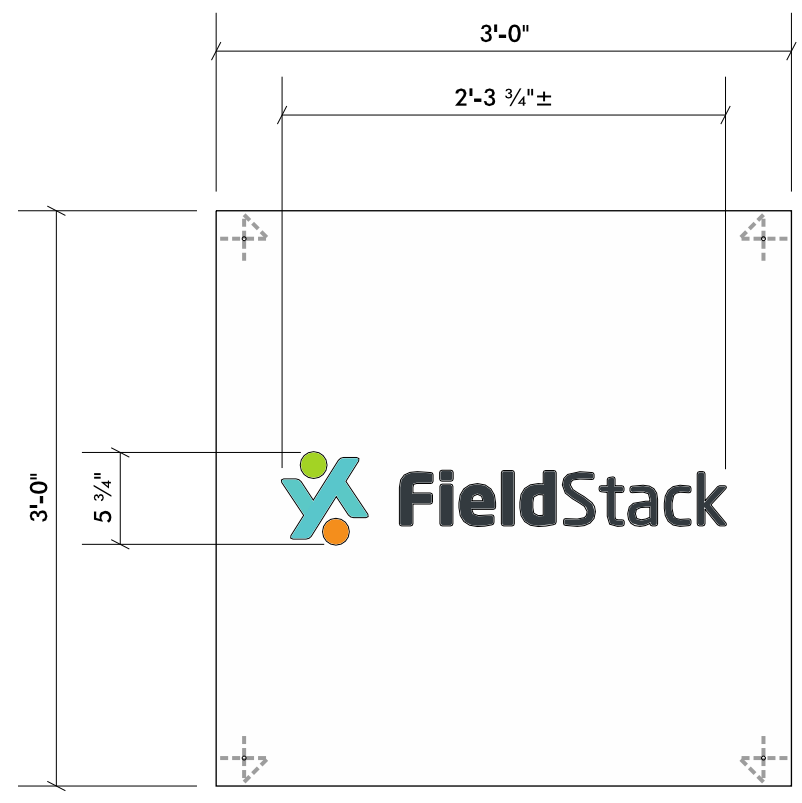
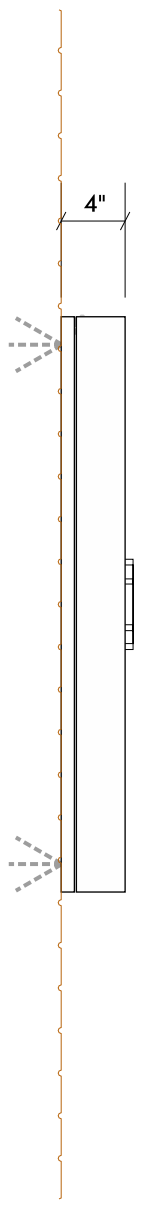
COVERAGES CERTIFICATE NUMBER: CL1452109953 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			ZBP958195802	6/1/2014	6/1/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	<input checked="" type="checkbox"/>					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY			AWP957869402	6/1/2014	6/1/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical payments \$ 5,000
C	UMBRELLA LIAB			UHP957870502	6/1/2014	6/1/2015	EACH OCCURRENCE \$ 3,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> RETENTION \$ 0 <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$ 3,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			5101800424	6/1/2014	6/1/2015	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 City of Portland is included as additional insured with respect to General Liability as required by written contract.

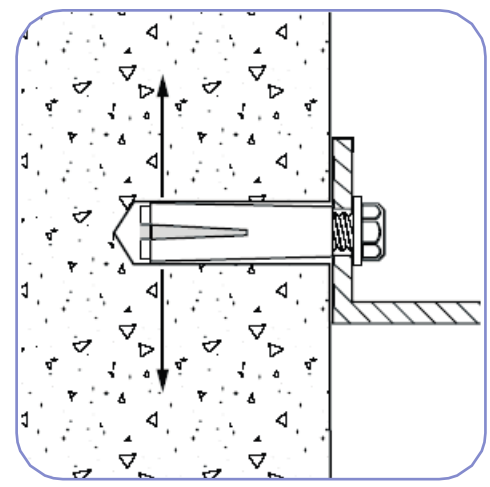
CERTIFICATE HOLDER City of Portland 389 Congress Street Portland, ME 04101	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Amber Donahue/AD5 <i>Amber Donahue</i>



SIGNCOMP WALL MOUNT RETRO BODY [2042]
 BLEED ALUMINUM FACES, ROUTED
 ALL PAINTED WHITE
 INTERNAL LED ILLUMINATION
 3/4" THICK CLEAR ACRYLIC PUSH-THRU COPY (PROJECTS 1/2"), PRINTED VINYL ON FACES
 ELECTRICAL TO SIGN LOCATION, BY OWNER; NEOKRAFT TO FIELD-ADJUST
 (4) SLEEVE-ANCHORS THROUGH FRAME INTO BRICK WALL



A SINGLE FACE INTERNALLY ILLUMINATED WALL ID
 SCALE: 1"=1'-0" (1) REQUIRED



SLEEVE-ANCHOR MOUNTING DETAIL
 NOT TO SCALE

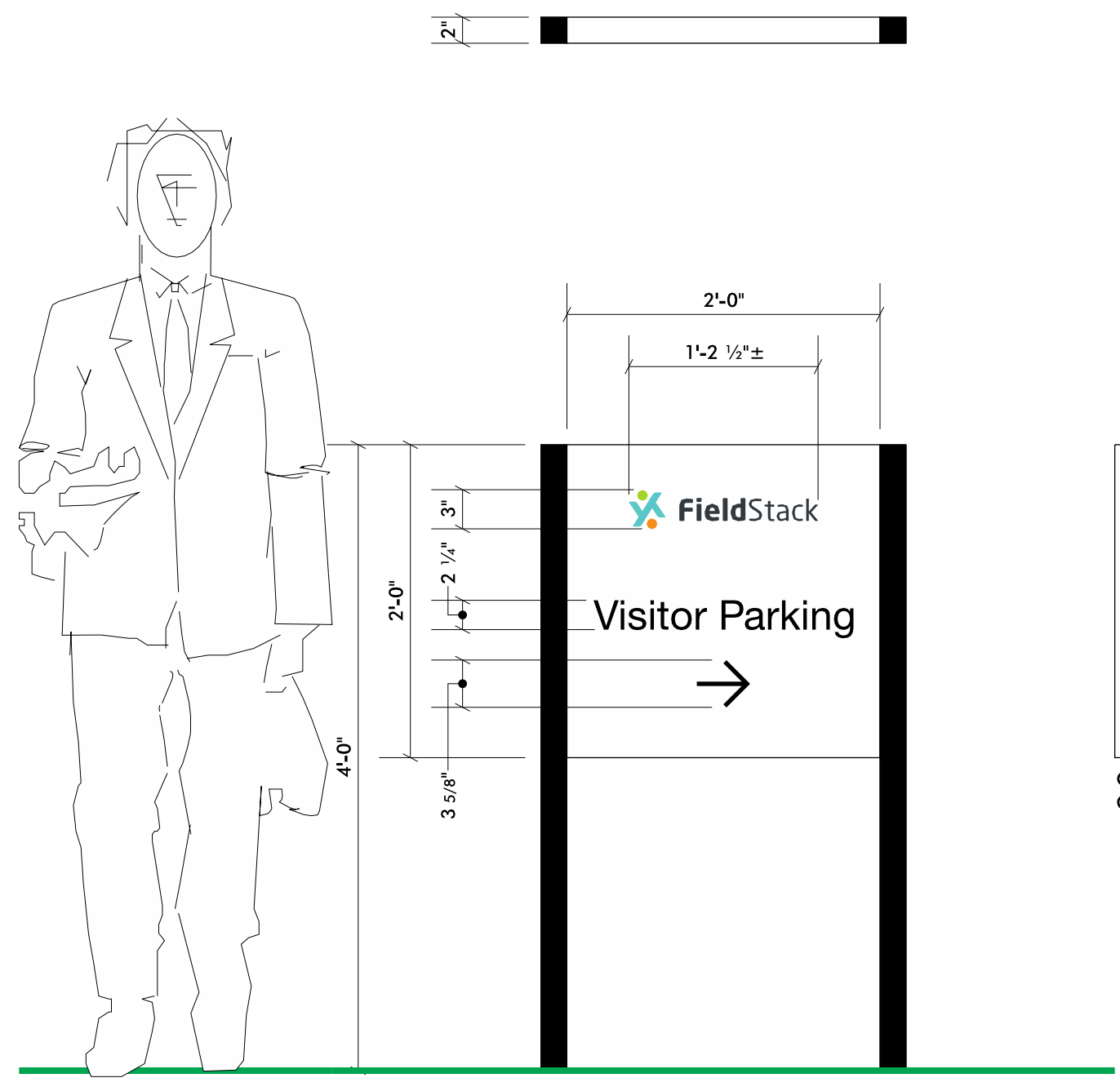
LOK-BOLT™ ANCHORING SYSTEM AS MFG BY POWERS FASTENERS, NEW ROCHELLE, NY OR EQUAL:
 A PRE-ASSEMBLED SINGLE UNIT SLEEVE ANCHOR FOR ANCHORING INTO SOLID AND HOLLOW CONCRETE AND MASONRY SUBSTRATES
 PATENTED COMPRESSION RING PULLS FIXTURE FLUSH TO THE WORK SURFACE
 AVAILABLE IN CARBON STEEL AND TYPE 304 STAINLESS STEEL; SEVERAL HEAD STYLES
 SIZE RANGE: 1/4" DIA. x 5/8" TO 3/4" DIA. x 7 1/2"

**Fieldstack
19036**

PERMIT	
Location:	17 Arbor St. Portland, ME
Drawing No.:	1 of 3
Drawn by:	DS Rep.: PL
Date:	12.18.2014
Lead No.:	CL022217
Gen Ref.:	



Neokraft Signs Inc. <http://www.neokraft.com>
 686 Main Street T:207.782.9654 F:782.0009
 Lewiston, Maine 04240 1.800.339.2258
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OPPOSITE SIDE
COPY LAYOUT

SIGNCOMP SERIES 2 FRAME, BLEED ALUMINUM
FACES, ALL PAINTED WHITE

PRINT/CUT VINYL GRAPHICS

SIGNCOMP SERIES 2 POSTS, PAINTED BLACK,
SET IN CONCRETE TO 4' MIN. DEPTH BELOW
GRADE

B DOUBLE FACE NON-ILLUMINATED DIRECTIONAL
SCALE: 1"=1'-0" (1) REQUIRED

Fieldstack
19036

PERMIT

Location: 17 Arbor St.
Portland, ME

Drawing No.: 2 of 3

Drawn by: DS Rep.: PL

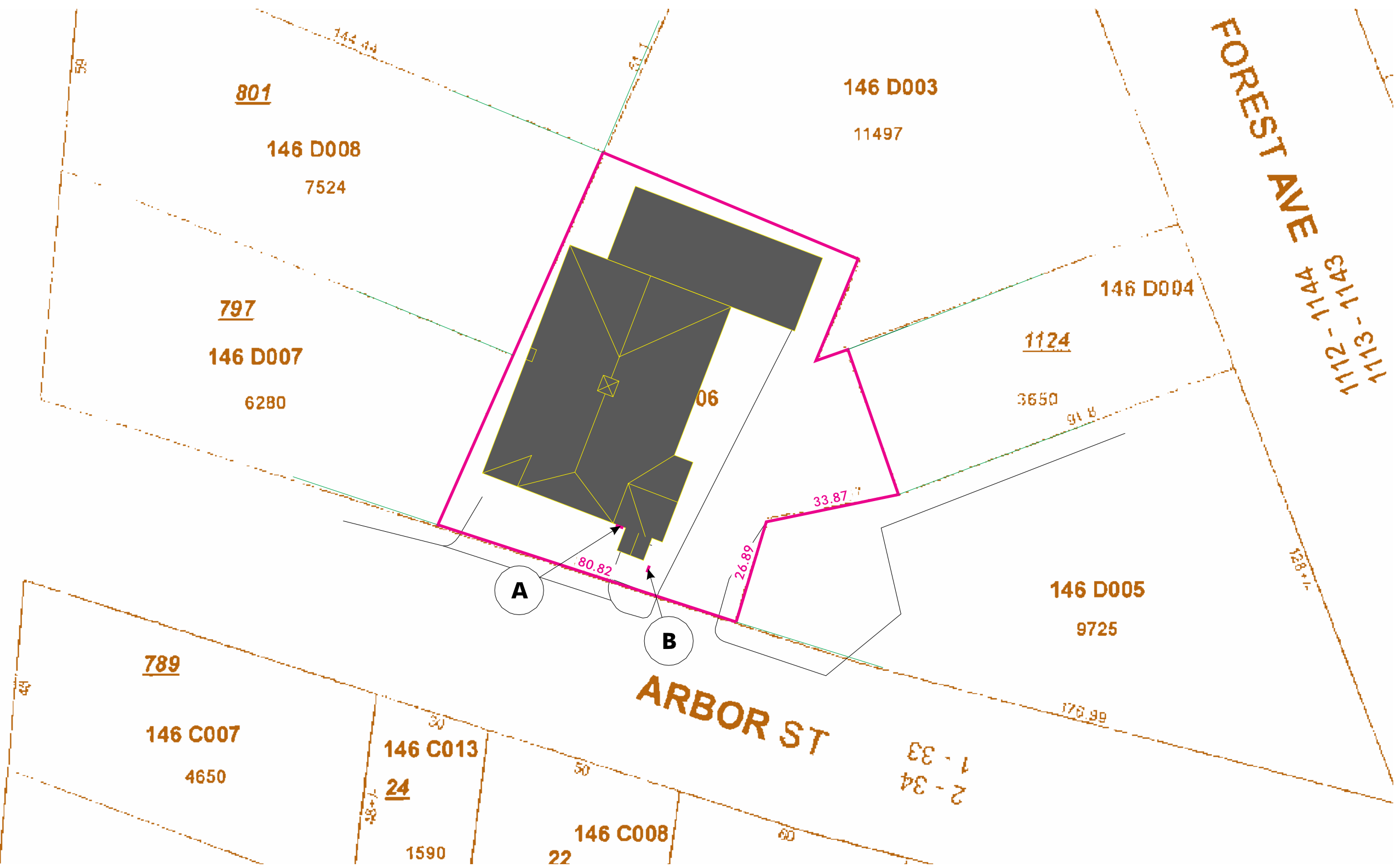
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SIGN LOCATION PLAN
NTS

**Fieldstack
19036**

PERMIT

Location:	17 Arbor St.	
	Portland, ME	
Drawing No.:	3 of 3	
Drawn by:	DS	Rep.: PL
Date:	12.18.2014	
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PORTLAND MAINE

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Jeff Levine, AICP, Director
Director of Planning and Urban Development

Tammy Munson
Director, Inspections Division

Electronic Signature and Fee Payment Confirmation

Notice: Your electronic signature is considered a legal signature per state law.

By digitally signing the attached document(s), you are signifying your understanding this is a legal document and your electronic signature is considered a **legal signature** per Maine state law. You are also signifying your intent on paying your fees by the opportunities below.

I, the undersigned, intend and acknowledge that no permit application can be reviewed until payment of appropriate permit fees are **paid in full** to the Inspections Office, City of Portland Maine by method noted below:

Within 24-48 hours, upon receipt of an e-mailed invoice from Building Inspections, which signifies that my electronic permit application and corresponding paperwork have been received, determined complete, entered by an administrative representative, and assigned a permit number, I then have the following four (4) payment options:

- to provide an on-line electronic check or credit/debit card (we now accept American Express, Discover, VISA, and MasterCard) payment (along with applicable fees beginning July 1, 2014),
- call the Inspections Office at (207) 874-8703 and speak to an administrative representative to provide a credit/debit card payment over the phone,
- hand-deliver a payment method to the Inspections Office, Room 315, Portland City Hall,
- or deliver a payment method through the U.S. Postal Service, at the following address:

City of Portland
Inspections Division
389 Congress Street, Room 315
Portland, Maine 04101

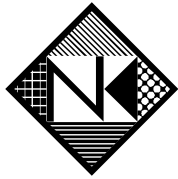
Once my payment has been received, this then starts the review process of my permit. ***After all approvals have been met and completed, I will then be issued my permit via e-mail.*** No work shall be started until I have received my permit.

Applicant Signature: _____ Date: 1/6/2015

I have provided digital copies and sent them on: _____ Date: 1/6/2015

NOTE: All electronic paperwork must be delivered to buildinginspections@portlandmaine.gov or by physical means ie; a thumb drive or CD to the office.

Room 315 - 389 Congress Street- Portland, Maine 04101 (207) 874-8703 - Fax: 874-8716 - TTY: 874-8936



Neokraft

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Transmittal to	CITY OF PORTLAND INSPECTIONS 389 CONGRESS STREET PORTLAND, ME 04101	Date	1/6/2015
		Job No.	19036
		Re.	FieldStack PERMITS MAIL

Item	<input checked="" type="checkbox"/> Attached	<input type="checkbox"/> Hand Delivered	<input type="checkbox"/> Under separate cover
	<input type="checkbox"/> Shop Drawings	<input type="checkbox"/> Prints	<input type="checkbox"/> Samples <input type="checkbox"/> Specifications
	<input type="checkbox"/> Copy of letter	<input type="checkbox"/> Change Order	<input type="checkbox"/> Other

Copies	Date	No.	Description
1 set	1/9/2015	19036	(1) SIGN PERMIT APPLICATION, (1) FASTENER DETAIL, (1) SHOP DRAWING, (1) INSURANCE LIABILITY FORM, IN REGARDS TO OBTAINING A SIGN PERMIT FOR (1) WALL SIGN AND (1) DIRECTIONAL SIGN AT FIELDSTACK, 17 ARBOR STREET.

Purpose	<input checked="" type="checkbox"/> For approval	<input type="checkbox"/> No exception taken	<input type="checkbox"/> Rejected
	<input type="checkbox"/> For your use	<input type="checkbox"/> Make corrections noted	<input type="checkbox"/> Review and comment
	<input type="checkbox"/> As requested	<input type="checkbox"/> Revise and resubmit	<input type="checkbox"/> Other

Remarks PLEASE REVIEW FOR APPROVAL AND E-MAIL WITH PRICE CONFIRMATION. THANK YOU!

Copy to _____ **From** PAUL LESSARD



Acknowledgment of Code Compliance Responsibility- Fast Track Project



I, Paul Lessard am the owner or duly **authorized owner's agent** of the property listed below
Print Legal Name

17 Arbor Street
Physical Address

I am seeking a permit for the construction or installation of:

(1) 3' x 3' single face illuminated wall sign mounted to the building, and

(1) 2' x 2' double face directional sign set by direct burial adjacent to parking lot
Proposed Project Description

I understand that the permits obtained pursuant to this acknowledgement of code compliance responsibility will be in my name and that I am acting as the **general contractor** for this project. I accept full responsibility for the work performed.

I am submitting for a permit authorized by the **State of Maine Uniform Building and Energy Code (MUBEC), Fuel Board Laws and Rules and all locally adopted codes and standards applying to Plumbing, Electrical, Fire Prevention and Protection in anticipation of having it approved or approved with conditions.** I have read the following statement and understand that **failure to comply with all conditions once construction is begun may necessitate an immediate work stoppage until such time as compliance with the stipulated conditions is attained.** I certify that I have made a diligent inquiry regarding the need for concurrent state or federal permits to engage in the work requested under this building permit, and no such permits are required or I will have obtained the required permits prior to issuance of this permit. I understand that the granting of this permit shall not be construed as satisfying the requirements of other applicable Federal, State or Local laws or regulations, including City of Portland historic preservation requirements, if applicable. I understand and agree that this permit does not authorize the violation of regulations.

In addition, I understand and agree that this building permit does not authorize the violation of the **12 M.R.S. § 12801 et seq. - Endangered Species.**

I certify under penalty of perjury and under the laws of the State of Maine the foregoing is true and correct. I further certify that all easements, deed restrictions, or other encumbrances restricting the use of the property are shown on the site plans submitted with this application.

I hereby apply for a permit as a Owner's Agent of the below listed property and by so doing will assume responsibility for compliance with all applicable codes, bylaws, rules and regulations.
Owner or Owner's Agent

I further understand that it is my responsibility to schedule inspections of the work as required and that the City's inspections will, at that time, check the work for code compliance. The City's inspectors may require modifications to the work completed if it does not meet applicable codes. PL INITIAL HERE

Sign Here: Paul Lessard
Owner or Owner's Authorized Agent

Date: 1/6/2015

PLEASE ALSO FILL OUT AND SIGN SECOND PAGE



Acknowledgment of Code Compliance Responsibility- Fast Track Project



OFFICE USE ONLY

PERMIT # _____

CBL # _____

THIS PROJECT IS ELIGIBLE FOR FAST TRACK PERMITTING BECAUSE IT IS IN THE FOLLOWING CATEGORY/CATEGORIES (CHECK ALL THAT APPLY):

- One/Two Family Renovations/ Rehabilitations with greater than 50% of the livable area (bearing the seal of a licensed design professional stating code compliance)
- One/Two Family Swimming Pools, Spas or Hot Tubs
- One/Two Family Decks, Stairs and Porches (attached or detached) First Floor Only
- One/Two Family Detached One Story Structures (garages, sheds, etc.) under 600sf
- One/Two Family Change of Use Only (no construction)
- One/Two Family Renovation/Rehabilitation (of less than 50% of the livable area of the building)
- One/Two Family HVAC (including direct replacement of boilers and furnaces)
- Attached One /Two Family Garages
- Interior office renovations w/ no change of use (no expansions; no site work; bearing the seal of a licensed design professional stating code compliance)
- Commercial HVAC systems (with structural and mechanical plans bearing the seal of a licensed design professional stating code compliance)
- Commercial Boilers/Furnaces
- Commercial Signs or Awnings
- Exterior Propane Tanks
- Residential or Commercial Subsurface Waste Water Systems (No Rule Variance)
- Renewal of Outdoor Dining Areas
- Temporary Outdoor Tents and Stages for Non-assembly Uses
- Fire Suppression Systems (Both non-water and water based installations)
- New *Sprinklered* Single Family Homes (bearing the seal of a licensed design professional stating code compliance) – **MUST STILL RECEIVE LEVEL 1 SITE PLAN APPROVAL FROM PLANNING**

Sign Here: Paul Lessard
Owner or Owner's Authorized Agent

Date: 1/6/2015



Signage / Awning Permit Application



Inspections Division
Date: 02/20/15

CHECK LIST

All of the following information is required and must be submitted. Checking off each item as you prepare your application package will ensure your package is complete and will help expedite the permitting process.

- Certificate of Liability listing the City as additional insured if any portion of the sign abuts or encroaches on any public right of way, or can fall into any public right of way.
- Letter of permission from the property owner indicating the specific permissions granted and the tenant/space building frontage.
- A sketch plan of the lot indicating location of buildings, driveways, any abutting streets or rights of way, lengths of building frontages, street frontages and all existing setbacks. Please indicate, on the plan, all existing and proposed signage with their dimensions and specific locations. Be sure to include distance from the ground and building façade dimensions for any signage attached to the building.
- A sketch or photo of any proposed sign(s) indicating content, dimensions, materials, source of illumination, construction method as well as specifics of installation/attachment.
- Certificate of flammability is required for awnings, canopies or banners.
- A UL# is required for lighted signs at the time of final inspection
- Photos of existing signage
- Details for sign fastening, attachment or mounting in the ground.

- Reduced plans or electronic files in PDF format are required.

FEES

Permit fee for signage or awning with signage: \$30 plus \$2 per square foot of sign (per sign)

Permit fee for awning-without-signage is based on cost of work:

\$25 for the first \$1000 of cost of work; \$11 for each additional \$1000 of cost of work

Application fee for any signage in a *Historic District* is an additional \$75



Signage / Awning Permit Application



Inspections Division
Date: 02/20/15

If you or the property owner owes real estate or personal property taxes or any other charges on any property within the City, payment arrangement MUST be made before permits are accepted.

Location/Address: 17 ARBOR STREET	
Tax Assessor's Chart/Block/Lot (CBL) Chart: _____ Block: _____ Lot: _____	OWNER Name/Address: Name: BULL MOOSE MUSIC Address: 17 ARBOR STREET PORTLAND, ME 04103 Telephone: (207)780-1677 E-Mail: _____
LEASEE/BUYER Info (if Applicable) Name: _____ Address: _____ Phone: _____ E-Mail: _____	CONTRACTOR Name: NEOKRAFT SIGNS INC Address: 686 MAIN STREET LEWISTON, ME 04240 Phone: (207) 782-9654 E-Mail: INFO@NEOKRAFT.COM Total S.F. signage \$ ²⁶ _____ (Sq Ft = 13 x \$2.00) SF + \$30 Fee: \$ 30 Historic (\$75): \$ _____ Awning Fee: \$ _____ Awning Fee = Cost of Work: \$ _____ (\$25/first \$1000; \$11 each additional \$1000) TOTAL FEE: \$⁵⁶_____

Who should we contact when the permit is ready: Name: PAUL LESSARD Phone: (207) 782-9654
Address c/o NEOKRAFT SIGNS, 686 MAIN STREET, LEWISTON, ME 04240 E-Mail: paul@neokraft.com

Tenant/allocated building space frontage (in feet): Length: 60 Height: 15'-5"
Lot frontage (in feet): 75 Single Tenant or Multi-Tenant Lot: SINGLE

Current Specific Use: OFFICE
If vacant, what was prior use: _____
Proposed Use: OFFICE

Information on proposed sign(s)

Freestanding (e.g. pole) sign? YES NO Dimensions proposed: 4 (sf); Height from grade: 4 sf
BLDG Wall Sign (attached to bldg.)? YES NO Dimensions proposed: 9 sf

Proposed Awning: YES NO If yes, is awning backlit? YES NO
Height of awning _____ Length of awning _____ Depth of awning _____
Is there any communication, message, trademark or symbol on it? YES NO
If yes, total square footage of panels with communication, message, trademark or symbol on it: _____ sf

Information on existing and previously permitted signage:

Freestanding (e.g. pole) sign? YES NO Dimensions proposed: ___ ft X ___ ft; Height from grade: ___
BLDG Wall Sign (attached to bldg.)? YES NO Dimensions proposed: ___ ft X ___ ft
Awning? YES NO total sq ft of panels with communication on it: _____ sf

A site sketch and building sketch showing exactly where existing and proposed signage is located MUST be provided. Sketches and/or pictures of proposed signage and existing building are also required.

Please submit all information outlined in the Sign/Awning Application Checklist. Failure to do so may result in the denial of your permit.

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information, visit us on-line at WWW.PORTLANDMAINE.GOV, stop by the Building Inspections Office, room 315 City Hall, or call 207-874-8703.

I hereby certify I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

Signature of Applicant: _____ **Date:** 1/6/2015