Tennessee Department of Transportation
Right-of-Way Division, Outdoor Advertising Office
Application for an Addendum to an Existing Outdoor Advertising Permit for a Digital Display

This Addendum Application Form is used for an Outdoor Advertising device location with an existing valid control permit.

ACTIVE OUTDOOR ADVERTISING CONTROL PERMIT TAG NUMBER _____ This addendum application is used to request an upgrade of an existing permitted Outdoor Advertising device to a digital/ LED display.

Nonconforming device locations are not eligible for this upgrade.

The minimum spacing of the changeable message signs with a digital display facing the same direction of travel on the same side of the interstate system or controlled access highways is two thousand feet (2000'); provided, however, that an outdoor advertising device that uses only a small digital display, not to exceed one hundred square feet (100 sq. ft.) in total area, within a larger non-digital sign face is not subject to the minimum spacing requirement established in this subdivision (b)(3), or to any application for a specific digital display permit or permit addendum as established in subsections (c) and (d), or to any fee for a permit addendum as established in §54-21-104(b). Tenn. Code Ann. § 54-21-119 (b)(3).

(Nonconforming device locations are not eligible for the 100 square foot exemption or for any type of digital display upgrade.)

Sign Owner #	**Permit Holder/ Sign Owner Name:**	**Mailing Address:**	
City/State/Zip Code:	**Email:**	**Phone Number:**	**Addendum Application Date:**

Location of Outdoor Advertising Device

County Name:	**Is the sign within the corporate limits of a city or town? YES ☐ NO ☐** **If YES, name of city or town:**	**Highway Route:** **Interstate Route:**

Fully Controlled Access Highway: means an interstate highway system or other highway facility having fully controlled ingress and egress with no permitted driveway entrances or exits from the main traveled way	**Is your permitted sign face location within 2,000 feet of another digital display sign face which is facing the same direction along a Fully Control Access Hwy? YES ☐ NO ☐**

Direction of Sign Face: North ☐ South ☐ East ☐ West ☐

Face Type, Materials and Configuration – You are required to build as stated on your addendum if approved.

Sign Face Dimensions: **Total Sign Face Area:** **Height: Ft. Sq. Ft.** **Width: Ft.**	**Shape:** **Square ☐ Rectangular ☐ Triangular ☐ Other ☐**

NOTE: Failure to meet any of the following requirements will result in the return of your addendum application to an existing permit without processing.

1) This addendum must be submitted by the permit holder or agent/representative.
2) Permit Tag Number must be provided as part of the addendum.
3) A check, cashiers check or money order in the amount of **$200.00** payable to TDOT for the addendum application fee is required. Cash payment will be accepted only by personal delivery at the Outdoor Advertising Office.

If the addendum is approved to the existing permit, the digital display sign face is subject to the following restrictions:

1) The message display time shall remain static for a minimum of eight (8) seconds with a maximum change time of two (2) seconds;
2) Video, continuous scrolling messages and animation are prohibited; and
3) The minimum spacing of such changeable message signs with a digital display along an interstate system or a fully controlled access highway is two thousand feet (2,000) for digital displays facing the same direction.

The addendum is not transferable to another Outdoor Advertising Device. I hereby certify that I have personally examined and understand Tennessee Code Annotated § 54-21-101, et seq. and TDOT's Rules for the Control of Outdoor Advertising, Tenn. Comp. R. & Regs. Ch. 1680-06-03-.01 through .09 (2024), and this permit addendum is made in compliance with same. I further certify that the statements made on the addendum are accurate and true to the best of my knowledge and understand that, if investigation reveals that any of the information on the addendum is false, the addendum will be voidable.

Applicant Name _____ **Signature** _____

Tennessee Department of Transportation **CENTRAL OFFICE USE ONLY**

County Name	**Route**	**Direction of Inventory**	**GPS Log Mile**	**Side of Hwy**	**Sign Face Direction**

Reference ID	**Date of Approval**	**Approved By**	

Return Application and $200 Application Fee to: **TDOT Outdoor Advertising Office, Tennessee Tower, 11th Floor, 312 Rosa L. Parks Ave, Nashville, TN 37243** (Please send the original Application to address above and not a copy)