



Get a permit for an existing awning

If your business has an unpermitted, existing awning that was installed before August 20, 2023, follow these steps to help you comply with City requirements:

1

Collect documentation

Two 11"x17" copies of photos of your awning, with details written on them, including:

- Dimensions
- Height above the sidewalk
- Width of the sidewalk
- Wall type
- Estimated weight
- Type and number of anchors used
- Distance between the awning and any residential units in upper stories

2

Fill out the right forms, available at the Permit Center and online:

- Owners package to document that you are the building owner, contractor, or representative
- Form 4/7
- Photos with details written on them

IF you received a Notice of Violation, you will also need to submit:

- Form 3/8

Sample photos are available



3

Submit your permit application

Come to the Permit Center to submit your application. You will get a building permit application number.

4

Get your sign or awning inspected

You **must** get a final inspection to complete your permit or resolve a notice of violation. If the inspector finds safety issues with your awning, you will need to address them.

What does it cost?

If you have an existing awning and you submit your permit application by June 30, 2025, local permit fees, penalties, and fines are all waived.

Get help from Small Business Permit Specialists at the Permit Center

Ask for the Office of Small Business at the Help Desk

49 South Van Ness, San Francisco

Mon, Tue, Thu, Fri open 7:30 AM to 4:00 PM. Wed open 9:00 AM to 4:00 PM

sf.gov/awningamnesty

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