



**Kitsap County Public Works**  
**Road Name Sign Order Form**

KCPW 5102 (09-05)

**Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Road Name:** \_\_\_\_\_ **City:** \_\_\_\_\_

**Road intersects with (or nearest cross street):** \_\_\_\_\_

**Daytime Phone:** \_\_\_\_\_ **Assessor Tax Number:** \_\_\_\_\_

**Procedure:**

Only approved road names can be placed on signs. The Department of Community Development approves all road names. Contact Nicole Ellis (360-337-4682 or 360-337-7181) for information about naming new roads.

There is a \$120.00 fee. This fee includes the sign and the post on which the sign is mounted. If your road intersects a County-maintained road, Kitsap County Public Works installs and maintains the sign. If your road does not intersect a County-maintained road, you will be responsible for installing the signs and for any maintenance required.

This form must accompany payment. Make cash and check payments at:

**Kitsap County Public Works**  
507 Austin Drive, Port Orchard  
(across from Kitsap County Courthouse)  
Open 8:00 a.m. to 4:30 p.m. weekdays.  
***Call The Open Line 360-337-5777 with questions.***

You may also mail your payment (please do not mail cash) along with this form to:

**Kitsap County Public Works**  
Attention: Cindy Keiser  
614 Division Street, (MS-26)  
Port Orchard, WA 98366

Street Name signs take two to four weeks to be made and installed. If you are responsible for installation we will notify you when the finished sign is ready for pick-up. Private road name signs may also be manufactured by private sign companies. Signs must comply with the Manual on Uniform Traffic Control Devices. The U.S. Department of Transportation publishes the Manual on Uniform Traffic Control Devices on their website at <http://mutcd.fhwa.dot.gov/>.