

## Application for Street Banner Placement across FM 517 East

Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone No(s): \_\_\_\_\_

Organization Mailing Address: \_\_\_\_\_

APPLICATION FEE PER  
BANNER PLACEMENT

**\$100.00**

FEE RECEIVED: \_\_\_\_\_  
(due with submittal)

Organization's IRS Status: \_\_\_\_\_

Desired date for installation: \_\_\_\_\_

Exact "wording" on banner: \_\_\_\_\_

Banner Size: \_\_\_\_\_

City assumes no liability for any damages that may occur to the banner.

Applications will be accepted from non-profit organizations, schools, and government and shall be limited to the advertisement of a specific event sponsored by the applicant.

Street Banner requirements and restrictions:

- **Banners shall be constructed of loose quarter inch net mesh material with letters sewn on and specifically designed to hang between two poles free of any other support or backing. Mesh shall comprise a minimum of 75% of the total sign area. (Example pictures are attached)**
- Banners shall be between three and four feet in height and between twenty and forty feet in width.
- Banners shall have steel self-closing clips and grommets sewn in at 24 inch intervals top and bottom as well as quarter-inch all weather rope sewn in at each of the four corners.
- Banner plus rope shall be a minimum of 125'.
- Banners shall be delivered to the Director of Public Works at least 48 hours prior to the date approved for installation. The Public Works Department and Dickinson Volunteer Fire Department will hang the banner as their work schedule permits and Applicant acknowledges this task is secondary to their normal activities.
- Application must be received at least 21 working days prior to desired date for installation.
- Banner applications will be accepted on a first come, first serve basis. Applications may be submitted no earlier than 90 days prior to the beginning date of the event. Only one banner will be hung at a time.
- Depending on dates of conflicting events, the City makes no promise to hang a banner any earlier than 14 days prior to the scheduled event.
- Banners will be removed by the City of Dickinson and Dickinson Volunteer Fire Department following the conclusion of the scheduled event. Banners must be picked up within five (5) working days following the conclusion of the event from the Public Works Department; otherwise the banner will be disposed of.

I acknowledge and will abide by these requirements: \_\_\_\_\_  
(Applicant's authorized representative)

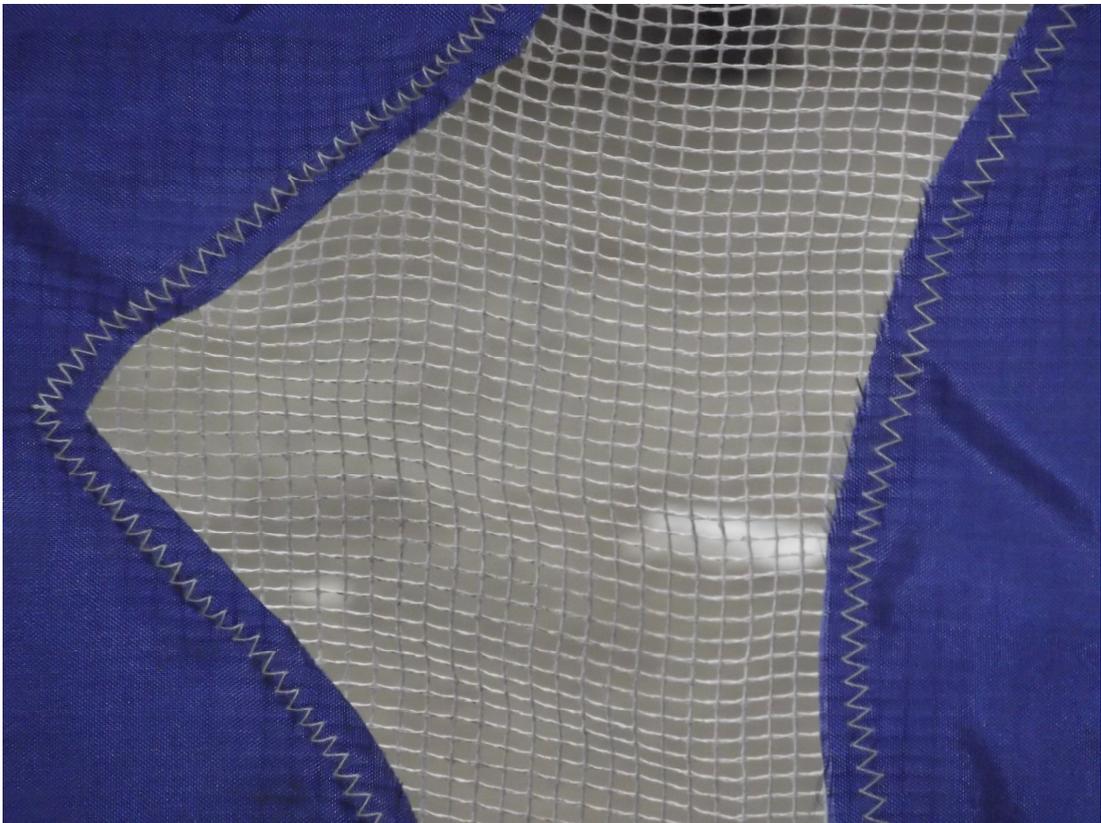
Approved \_\_\_\_\_ Denied \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

City Administrator's Signature: \_\_\_\_\_

Received by Community Development on: \_\_\_\_\_  
Revised Policy as of November 14, 2011

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