

BANNER APPLICATION

*WHEN MULTIPLE REQUESTS FOR BANNERS DURING THE SAME TIME PERIOD ARE RECEIVED, A TIME LIMIT OF 14 DAYS FOR ANY ONE APPLICANT WILL BE IMPOSED.

*ONLY COMPLETED APPLICATIONS INCLUDING FEE AND INSURANCE CERTIFICATE WILL BE ACCEPTED.

*ALL STREET BANNER REQUESTS SHOULD BE SUBMITTED THIRTY (30) DAYS PRIOR TO THE DESIRED DISPLAY DATE TO ALLOW SUFFICIENT TIME FOR COUNCIL TO ACT UPON THE REQUEST.

I, WE _____ request the privilege of erecting a street banner from _____
_____ Date _____ to _____ Date _____ for the purpose of publicizing

Briefly describe event or purpose, and agree to the following conditions:

1. Banners shall be erected a maximum of two weeks before a scheduled event.
2. Banners shall only be permitted for public service announcements or charitable events sponsored by non-profit organizations.
3. No commercial sponsorship or advertising shall be permitted on any banner.
4. Banners are located in the commercial district on: (Please rank in order of location preference)
**Preference is not guaranteed*
_____ Broad St. & Bank St. _____ Broad St. & School St. _____ Beaver St. & Locust Pl.
_____ Beaver St. & Logan St. _____ Beaver St. & Blackburn Rd.
5. No more than two banners will be approved to display at any given time. Preference on location will be given to Sewickley based organizations and in the case of two local organizations on a first come/first served basis.
6. Requests for the erection of banners shall be made to and approved by Borough Council prior to their display.
7. Attached hereto is a certificate of insurance with \$500,000 minimum liability insurance limits in effect at the time of this request to Borough Council.

Revised 12/30/08

- 8. A permit fee of \$150.00 to be charged for the erection of the banner is enclosed.
- 9. Applicant shall furnish rope to hang banner 1/4" minimum diameter x 75 feet long. Nylon or polypropylene is recommended. The curb to curb street width is just over 30 feet.

PLEASE INDICATE , BY PRINTING IN THE BOX BELOW, WHAT YOU WOULD LIKE THE BANNER TO SAY.

***NOTE: APPLICANT SHALL PICK UP BANNER FROM THE STREET DEPARTMENT OFFICE AT THE REAR OF THE BOROUGH BUILDING ON WASHINGTON STREET WITHIN THREE (3) DAYS AFTER EXPIRATION OF THE DISPLAY PERIOD. THE BOROUGH SHALL NOT BE HELD RESPONSIBLE FOR STORAGE OF BANNERS NOR LOST OR DAMAGED BANNERS. CALL 741-8990 TO SCHEDULE A SPECIFIC PICK UP TIME.**

Applicant: _____ Date: _____

Address: _____

Telephone: _____ Email: _____

----- BELOW THIS LINE: OFFICE USE ONLY -----

Approved:

Taken By:

Borough Manager, Kevin M. Flannery

Last Name