


For office use only:

Applicant notified: _____ Added to calendar Fee paid: _____



City of Beacon

BANNER PERMIT APPLICATION & INSTRUCTIONS

Primary contact name:	Primary contact address:
Organization name:	Organization address:
Primary contact phone:	Primary contact email:
Name of event:	
Location of event:	
Exact wording on banner:	
Dates requested:	Requested location: <input type="checkbox"/> Mr. V's Deli <input type="checkbox"/> Post Office <input type="checkbox"/> Key Food While we do our best to accommodate, location and date are NOT guaranteed.
Fees are \$100/two weeks . Banners will NOT be hung for a period longer than FOUR consecutive weeks. Make checks payable to "City of Beacon" .	
Banner specifications:	
<input type="checkbox"/> Height – 36 inches <input type="checkbox"/> Width – minimum 20 feet/maximum 25 feet <input type="checkbox"/> 18 oz. heavy duty vinyl <input type="checkbox"/> No hemming or pockets – 1-inch heat welded hem welded hem for maximum strength <input type="checkbox"/> Grommets every 1 foot across top and bottom <input type="checkbox"/> Wind slits entire length of banner	
<ul style="list-style-type: none"> ➤ Banners are hung on Mondays, weather permitting. ➤ All banners must be brought to the Highway Garage located at 30 Camp Beacon Road (ph. 845-838-0932) no later than the Friday before they are to be hung. ➤ Banners are to be picked up at the Highway Garage no later than two weeks after being taken down. Banners not retrieved after two weeks will be disposed of. ➤ Ripped, torn or otherwise compromised banners will be removed at the discretion of the Highway Dept. <p style="font-size: small; margin-top: 10px;">HOLD HARMLESS & INDEMNIFICATION: The applicant shall hold harmless and indemnify the City of Beacon from any and all claims, actions, damages or liabilities of every name and nature which may arise of be incurred by the City as a consequence of placing the banner upon City property. This shall include any damage to the banner or any injuries sustained by third parties as a result of faulty materials.</p>	
_____ Signature of applicant	_____ Date

For office use only: Approved Denied – reason: _____

City Administrator signature

Date

Highway Superintendent signature

Date