



Borough of Emmaus BANNER PERMIT APPLICATION

Event: _____ Date of event: _____

Organization: _____ Non-profit? _____

Liability Insurance Carrier : _____ **Must attach a copy of insurance**

Applicant's Name : _____ Applicant's Phone: _____

Applicant's Address: _____

Description of Banner: _____

PHOTO OF BANNER MUST BE SUBMITTED WITH THIS PERMIT APPLICATION

Hang on: _____ Remove on: _____ **(Maximum 3 weeks)**

Required Supplies: 3" Clips, 50' - 3/8" Nylon Rope (Bring to the Borough 2-3 days prior to Hang Date)

Number of vents? _____ **(Minimum of 6 Vents are required)**

Banner **must** have the proper eyelets *(Minimum 18" Centers, 1/2" I.D. & Double Eyelets on Corners)*

Banner Height: _____ Banner Length: _____ **(Maximum Height is 32", Maximum Length is 28')**

Upon signature to this Application Applicant agrees to:

1. Pay all fees associated with the erecting and removal of the aforementioned banner. *Please review the Borough's most current fee schedule for costs.*
2. Pay any and all expenses the Borough of Emmaus may incur.
3. Supply the Borough with the necessary items involved in erecting and removing banner.
4. Bring banner and supplies to Borough Hall no less than 3 days prior to the banner being hung.
5. Retrieve banner and supplies from the Borough within 3 days of banner removal. *Annual reoccurring event banners may be considered for storage by the Borough. Must request and receive prior approval to be considered.*
6. Adhere to these timelines. *Any banners not collected within the allotted time will be subject to disposal.*

Signature

Date