



# City of Belleville

Shelly Schaefer, City Clerk  
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## EAST MAIN STREET BANNER APPLICATION

PLEASE SUBMIT APPLICATION TO THE CITY CLERK'S OFFICE 45 DAYS PRIOR TO EVENT DATE

**REFER TO BANNER SPECIFICATIONS FOR ADDITIONAL INFORMATION**

APPLICANT NAME: \_\_\_\_\_ APPLICANT PHONE: \_\_\_\_\_

APPLICANT EMAIL: \_\_\_\_\_

### SPONSORING ORGANIZATION:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

TITLE OF EVENT/ACTIVITY: \_\_\_\_\_

EVENT DATES: \_\_\_\_\_ EVENT LOCATION: \_\_\_\_\_

PRINTED MESSAGE ON BANNER: \_\_\_\_\_

### INCLUDE COPY OF ARTWORK WITH APPLICATION

REQUEST PLACEMENT DATE: **(no more than 2 weeks prior to event date)** \_\_\_\_\_

REQUEST REMOVAL DATE: \_\_\_\_\_

By accepting this application, the applicant shall be bound by all rules, regulations and applicable ordinances as set forth in the Banner Application.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**DISPLAY CONTENT:** The City of Belleville reserves the right to, not display any banner if in its opinion the content is inappropriate or offensive to anyone or group. Only events held in Belleville, open to the general public and sponsored by Civic or Not-For-Profit Organizations will be displayed.

**THE CITY OF BELLEVILLE ASSUMES NO RESPONSIBILITY FOR ANY DAMAGE TO SAID BANNER DURING INSTALLATION, DISPLAYING OR REMOVAL PROCESS.**

<b>FOR OFFICE USE ONLY</b>			
Date Received:	___/___/___	Approved by Council:	___/___/___
Installation Date:	___/___/___	Removal Date:	___/___/___