



City of Belleville

Shelly Schaefer, City Clerk
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STREET LIGHT BANNER SPECIFICATIONS

Street light banners shall be permitted on public streetlight(s) in commercial zoned districts only. (Section 155.033)

Banner Size:

- Length 51" (outer pocket to outer pocket)
- Width 24"

Grommets:

- Required on inner edges to secure to posts

Display Times:

- **Must be included in application (no more than one year)**

Display Condition:

- Each banner shall be clean, tear free and not faded for presentation

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 banners commemorating anniversaries or significant events of public institutions or like organizations shall be considered. Copy of banner to be displayed shall accompany application.**

Contact Person:

- Sponsoring groups must fill out an application with the City Clerk's Office for City Council approval 45 days prior to the requested installation date.

Liability:

- **The City of Belleville assumes no responsibility for any damage to said banner during installation, displaying or removal process.**

Delivery/Pickup of Banner:

- Banner should be dropped off at the City's Clerk's Office at least five (5) working days before the installation date. The banner must be picked-up no later than five working days of its removal at Belleville City Hall, City Clerk's Office and stored by sponsoring agency

Cost:

- Currently no charge

Approval Process:

- City Council must approve all banners in the City
- Your request will go to the next available City Council meeting
- You will be notified of the meeting time, date and location
- You are not required to attend
- You will be notified of the Council's decision