Main Street Banner Application

Only government speech including government events and celebrations are to be displayed as a banner over the right-of-way. MMC 22.50.070(I)

Applicant Name: _____ Date: _____

Organization Name: _____

Contact Email: _____

Mailing Address: _____

Phone Number: _____

Description of Banner:
- Banner Size: _____
- Banner Message (please include any logo descriptions on banner):
  _____
  _____

Date of Display: _____ (to) _____
Banner may go up a maximum of 14 days before the event and will be removed within 7 days after the event.

Criteria for Banner:
- Banner shall be a maximum vertical width of 4 feet.
- Banner shall be a maximum horizontal length of 25 feet.
- The banner message shall be limited to the event name, date, location, and government logo and/or government event logo. The name of government entity or event cannot exceed 25% of the banner surface.
- Banner must be perforated over at least 35% of its surface to reduce wind resistance (staggering cut outs).
- Banner must be created with hanging style known as "welded with pole pockets" and have 3/8" metal grommets at the four corners for attachment purposes. The four corners must be reinforced. The city will provide the ropes and clips for hanging.
- The banner is to be located so as not to interfere with or obstruct the view of any traffic control device, in the opinion of the police chief.
- Applications for displaying a street banner are accepted no more than 90 days prior to the event date.

- The City of Monroe reserves the right to preempt approved banners, alter time frames or make decisions on overlapping applications based on degree of public benefit, historical factors, and other concerns for the common good.
- Applicants who wish to appeal a denied street banner application or usage restrictions may request a review by a panel consisting of the mayor, city administrator and a member of the city council.

_____   _____
Applicant Signature   Date

CITY USE ONLY

❑ Approved   ❑ Denied

Comments:

_____

_____

_____   _____
Parks & Recreation Representative   Date

Scheduled with Public Works: ❑ Yes ❑ No   Date Scheduled: _____