



Banner Permit Application

Permit No. _____

City of Longview | Phone: 360.442.5200 | Fax: 360.442.5953 | www.mylongview.com
 Application must be made a minimum of 30 days; no more than 1 year in advance

Contact Information

Organization/Sponsor	Contact Person
Phone	Email
Address/City/State/Zip	

Organization Type:

Fraternal
 Charitable
 Civic
 Veterans
 City of Longview
 Political Subdivisions of the State providing services within the Longview city limits.

Location of Banner Placement

Over Nichols Blvd, near 26th Ave
 Other _____

Duration of Placement

(maximum duration of 30 days within any 12 successive calendar month period)

Placement Date (preferably Monday, unless holiday) From: _____ / _____ / _____	Removal Date (preferably Monday, unless holiday) To: _____ / _____ / _____	<input type="checkbox"/> NON-Reserved for Calendar Year: _____
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Height (2 ft Max) FT	Width (40-45 ft) FT	Material	Color of Banner Material
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- All banners shall contain ½ inch (interior diameter) or No. 4 grommets on all corners and spaced not more than 48 inches apart along the banner's top edge.
- Adequate vent holes shall be included, and sufficient reinforcement shall be included to avoid shredding, ripping and tearing of the material.
- A maximum of two banners may be hung back to back at any given time. Directional view will be determined by City staff as banner is being placed.

Design of Proposed Banner - (Per Ord. 2915 – Commercial advertising, political or religious content and/or solicitation not permitted.)

City Assistance Requested

All banners attached to public facilities must be placed and removed by City Staff. The sponsor is required to deliver the approved banner and a \$25.00 non-refundable service charge to the City a minimum of four working days prior to the date of placement and picked up within five working days of being notified that it is ready to be picked up. City Hall offices are open Monday to Thursday from 7 am to 6 pm, except for holidays. Any banners found to be in violation of their permit, will not be placed, the permit will be voided and the service charge not refunded.

**Special Acknowledgement, Release and Agreement of
Indemnity for Banner Placement**

We understand that the banner cannot contain any form of commercial advertising, political, religious content and/or solicitation. Any deviation once the permit is approved, must be resubmitted for review and approval by the City of Longview. Banners found to be in violation of the approved permit will not be placed, the permit voided and the service charge not refunded.

With full acknowledgement of these matters, the undersigned, as sponsor, hereby releases and absolves and agrees to indemnify the City of Longview, Washington, its officers, employees and agents, from and against any and all claims of whatever nature arising by reason of participation in the aforementioned event, including injury or death to such participant.

Applicant Signature

Date

Add additional information on separate sheets as needed.

- Approved
- Denied

Public Works Director Signature

Date