

# CITY OF BINGHAMTON BANNER PERMIT APPLICATION

Banner Permit applications must be submitted at least 30 days prior to the event to avoid incurring late fees. Applications submitted less than 30 days prior to the event will be charged a per-day late fee. Applications submitted less than 30 days prior to the event will not be accepted.

## APPLICANT INFORMATION

Applicant/Contact Person: \_\_\_\_\_

Business Name (If Applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

## BANNER INFORMATION

Banner content (words and designs): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Requested display date(s): From: \_\_\_\_\_ To: \_\_\_\_\_

Note: All banners may be hung in one (1) week increments, and may be displayed no more than three (3) weeks in total. Please note that banner display dates and locations will be granted on a first-come first-served basis.

On what date will the banner be delivered to the City of Binghamton? \_\_\_\_\_

Note: All banners must be delivered to and retrieved from the City Clerk's Office, located on the first floor of City Hall, 38 Hawley Street, Binghamton.

Dimensions of banner: \_\_\_\_\_

Note: **No banner shall exceed the maximum dimensions of forty-two inches by twenty feet.** Please note that all banners must be made of canvas or heavy-duty vinyl. Metal grommets must be placed at all four corners, and every two feet along the banner. Banners which are erected over and across a public highway but which are not attached to a solid structure, such as an overpass or bridge, must have wind cuts. We recommend all banners display messaging on both sides.

### Banner display location:

Note: The City will make every effort to accommodate your preferences; however, due to limited space, the City reserves the right to alter the banner display location and dates. Please note that banner display dates and locations will be granted on a first-come first-served basis.



Intersection of Court Street and Washington Street. 1 space available, across street.\*

\*As of January 1, 2020, this is the only banner space available from the City of Binghamton.

## FEE INFORMATION

Please make checks payable to "City of Binghamton"

Application fee, Banner Display location across Court Street & Washington Street: \$100/week

Late fee (per day): \$15/day

## HOLD HARMLESS & INDEMNIFICATION

The Banner Permit Applicant shall hold harmless and indemnify the City from any and all claims, actions, damages or liabilities of every name and nature which may arise or be incurred by the City as a consequence of placing the banner upon City property. This shall include any damage to the banner or any injuries sustained by third parties as a result of faulty materials.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date