



## BANNER APPLICATION

1868 E. Perry St. Port Clinton, Ohio 43452

Phone: 419-734-5522 / Fax: 419-734-1043

[pcadmin@portclinton-oh.gov](mailto:pcadmin@portclinton-oh.gov)

DATE: \_\_\_\_\_

NAME OF SPONSORING ORGANIZATION: \_\_\_\_\_

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

CONTACT PERSON: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

DATES REQUESTED: (Maximum of two weeks) \_\_\_\_\_

PURPOSE OF EVENT: \_\_\_\_\_

EXACT WORDING ON BANNER: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

LIABILITY INSURANCE CARRIER CONTACT INFORMATION: \_\_\_\_\_

(Attach proof of insurance)

Notes: (Please initial your understanding)

- No banner shall be displayed containing political or religious material. \_\_\_\_\_
- All banners shall be delivered to the Street Department, 1868 E. Perry St., 72 hours prior to desired installation. \_\_\_\_\_
- All banners shall be picked up within 48 hours of removal. \_\_\_\_\_
- If banners are not picked up in a timely manner they may be disposed of by the City at the owner's expense. \_\_\_\_\_
- If the size regulations are not met the City reserves the right to deny installation of any banner. \_\_\_\_\_
- There is no charge displaying a banner in the City of Port Clinton. \_\_\_\_\_

Permission Granted / Denied

\_\_\_\_\_  
Safety-Service Director

\_\_\_\_\_  
Date

\*\*\*\*Office Use Only\*\*\*\*

Date of Installation \_\_\_\_\_

Date of Removal \_\_\_\_\_

# CITY OF PORT CLINTON BANNER REGULATIONS

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1. The banner shall be 20 feet by 3 feet in size, they should have 8 grommets across both the top and bottom of the banner and shall be 24 inches on the center.
2. Banners shall be constructed of vinyl.
3. The banner shall have a visible marking to show the centerline.
4. If the above specifications are not met the City reserves the right to deny installation of any banner.
5. Installation and removal of banners shall be by City personnel only.
6. A permit shall be obtained from the Safety-Service Director a minimum of ten (10) days in advance of the installation date.
7. Proof of liability insurance under a commercial general liability insurance coverage policy, with the City of Port Clinton named as additionally insured, with minimum coverage of \$100,000.00 per occurrence and \$200,000.00 aggregate coverage before a permit shall be issued.
8. All Banners and dates subject to approval by the Mayors Review Board when necessary.
9. The City of Port Clinton will not be responsible for any Banner damages or theft of banner; banners are the sole property of the group/person that purchases the said banner.