

CITY OF STURGEON BAY
BANNER PERMIT FOR BANNERS ON CITY PROPERTY

***City banner sites may only be used to promote events within the City of Sturgeon Bay**

I HEREBY REQUEST A PERMIT FOR THE ITEMS SPECIFIED BELOW:

Applicant Name: _____ Telephone: _____

Applicant Address: _____ Email: _____

Business Name: _____ Physical Address: _____

Mailing Address (if different): _____

Event location: _____

Dates banner is to be displayed (Sunday-Saturday) _____ until _____, 202__

Banner Site location (circle): Jefferson St Banner Site West Side Banner Site

Size _____ X _____ (Not to exceed 3 feet x 8 feet)

Banner requirements, Section 27.12(3) of the City of Sturgeon Bay Municipal Code:

Banners on city property. The sign inspector may issue a special sign permit for a temporary banner erected on city property with assigned banner sites in connection with a social or civic event, subject to the following restrictions:

1. Use of city owned banner sites shall be permitted solely for events held within the city.
2. Events promoted by the Sturgeon Bay Visitors Center, Sturgeon Bay or any other events sponsored by the city shall take priority over all other permitted events.
3. All permitted banners must be removed by the expiration date on the permit.
4. Each permit shall not exceed seven consecutive days and shall not be erected earlier than 28 days prior to the event.
5. No wires or metallic materials shall be used to attach such banner.
6. The banner(s) shall not exceed a three-foot height or an eight-foot width.
7. Banners shall not include any commercial advertising or promotions, other than listing corporate sponsors.
8. A hold harmless agreement shall be signed at the time the permit is issued.

CERTIFICATE OF APPLICANT

I HEREBY CERTIFY THAT I AM FAMILIAR WITH AND WILL CONFIRM TO ALL THE REQUIREMENTS OF THE STATE CODE, AND CITY OF STURGEON BAY CODE COVERING THE WORK FOR WHICH THIS PERMIT IS REQUESTED, AND THAT I WILL NOTIFY THE CHIEF OF INSPECTION DEPARTMENT WHEN SAID WORK IS READY FOR INSPECTION AS REQUIRED BY SAID CODE.

Signed: _____

PERMIT NO. _____ HEREBY ISSUED FOR THE ABOVE DESCRIBED WORK, AND IS TO BE COMPLETED IN ACCORDANCE WITH STATE AND CITY CODES.

PERMIT ISSUED: _____

PERMIT EXPIRES: _____

A NEW PERMIT WILL BE REQUIRED FOR EACH EVENT.

FEE: **\$30.00 per week per site** Payable to: the City of Sturgeon Bay

TOTAL FEE: _____

Signed: _____
(Community Development Department)