

City of Eureka Springs
APPLICATION FOR BANNER PERMIT
Festival or Public Event

*Permit is for banners announcing special events or promotions that are of legitimate public benefit to the community. **This is a permit for the public right-of-way.** Public Works will hang permitted over-the-street banner at junction of Spring & Main Streets. Submission of this application does not guarantee that the banner will be hung. \$25.00 fee to cover installation and removal of banner.*

Application Date _____

Event Date(s) _____

Requested Display Date(s) _____

Official Display Date(s) _____

Identifying Wording of Banner _____

Applicant Name _____

Applicant contact phone _____ E-mail _____

Approval: _____ Date _____

Mayor, Designee or City Clerk

**** Banners are hung on Monday morning. It is the applicant's responsibility to make sure the banner WITH ROPE is delivered to City Hall by THURSDAY afternoon the week before the event.***

An over-the-street banner must have two skeins of 1/4" or 3/8" solid nylon braid rope for attachment and be made with wind slits. Maximum banner size is 42" x 14'.

Banner must be professionally produced.

Banners will no longer be stored in the City Auditorium.

Banner should be picked up from City Hall after 10 a.m. on the following Tuesday after the event.

Other Banners on private property may be displayed 10 days prior to an event and must be removed within two days after.

Approved application shall be considered to be the permit. Copies of signed approved application shall be provided to applicant and Public Works Department.