



City of Azusa

BANNER DISPLAY APPLICATION FORM FOR CITY APPROVED NON-PROFIT EVENTS ONLY

Organization _____

Address _____ City _____

Contact Person _____ Telephone _____

Purpose of banner _____

Date of Event _____

Please print the banner message in capital letters below:

Banner Size: Minimum - 3' Wide X 15' Long, Maximum - 3' Wide X 30' Long

Maximum of two (2) locations granted per event.

Banner Location(s):

Foothill Blvd. at Coney Avenue

Citrus Avenue north of Alostia Avenue

Alostia Avenue west of Barranca Street

Banner Starting Date _____

Banner Removal Date _____

(Maximum 10 days prior to event)

For City Use Only

Not Approved

Banner Installation Fees Paid (\$ 667 per banner) \$ 667 X _____ Number of Banners = \$ _____

City of Azusa Event City Sponsored (No Fee)

Approved

Administration

L&W

By _____

Date _____

BANNER SPECIFICATIONS & SPECIAL INSTRUCTIONS

BANNER INSTALLATION FEE

In order to recoup the Departments cost service, a fee of Six Hundred and Sixty-Seven Dollars (\$ 667) per banner is required to be paid before a banner or banners can be installed. This fee applies to non-city sponsored events. Excepted from fees are events that are city sponsored.

BANNER SPECIFICATIONS

1. Material: Banners shall be a minimum of 14 oz. Vinyl with 3/4 or 1 inch nylon webbing sewn around the edges. Corners shall have additional reinforcing to limit tearing;
2. Size: maximum length, 30 feet; maximum width, 3 feet. Minimum 15 feet long and 3 feet wide.
3. Install every three (3) feet (maximum) along top of banner 3/8" 300lbs Work Load Limit Zinc Plated Spring Link for cable attachment; and,
4. A minimum of nine (9) wind tunnels size 9" x 9" shall be incorporated into the design to minimize damage caused by high winds.

SPECIAL INSTRUCTIONS

1. Banners may be hung for a period not to exceed sixty (60) days. The City Manager may extend the time period for an additional thirty (30) days. In not event shall the time period exceed ninety (90) days.
2. Banners will be hung not more than 10 days prior to scheduled event.
3. Banners will be brought to the office of the Electric Distribution Supervisor located in the Electric Yard, 1020 W. Tenth Street, Azusa, CA 9102 (During office hours only; call 812-5184 for appointment).
4. The name and telephone number of a contact person must accompany any banner.
5. Banners shall be picked up at the office of the Electric Distribution Supervisor within three (3) working days after being taken down or will be disposed of accordingly.

BANNER LOCATIONS

There are three locations available to display banners, with a maximum of two locations granted per event:

On Foothill Boulevard at Coney Avenue
On Citrus Avenue north of Alostia Avenue
On Alostia Avenue west of Barranca Street

SPECIAL NOTE

All conflicts arising over simultaneous request of banners at the same location shall be resolved by the City Manager or his designee.

BANNER DRAWING

