

**City of Jasper**  
**Banner or Sign Application for Civic or Non-Profit Organization**

**GUIDELINES**

1. Your advertisement can be displayed as follows:  
    BANNER     -Hung on poles near the water tower on Newton Street  
    SIGN        -Free standing at the corner of 6<sup>th</sup> & Newton Streets  
                  -Cannot be attached to, leaned on, or anchored to the utility pole, May Pole,  
                  greenery or building
2. Only local, non-profit, or civic organizations will be given permission to display a Banner or Sign.
3. A Banner or Sign must be approved by the City of Jasper's Community Development & Planning Department prior to placement in either location. Verbiage, size and material will be considered.
4. A Banner or Sign can only be displayed for a total of 7 days prior to the date of the event. The 7-day reservation will begin on Sunday at 2:00 PM and end Sunday at noon of the following week.
5. The sponsoring organization will be responsible for hanging and placement of Banners and Signs.
6. A Banner or Sign must be removed by the sponsoring organization before 2:00 PM.
7. The City of Jasper is not responsible for Banners or Signs while they are on display at either location.
8. The City of Jasper reserves the right to reject a Banner or Sign due to non-compliance of any of the above guidelines.

**APPLICATION**

Complete the following information and return to Jasper City Hall PRIOR to the placement of a Banner or Sign. If you have any questions, please call 482-4255.

1. I wish to utilize the following area:  
    BANNER     -Hung between the poles near the water tower on Newton Street.     \_\_\_\_\_  
    SIGN        -Free Standing at the corner of 6<sup>th</sup> & Newton Streets.             \_\_\_\_\_
2. Name of sponsoring organization: \_\_\_\_\_
3. Name of contact person: \_\_\_\_\_
4. Daytime phone # of contact person: \_\_\_\_\_
5. Name of event: \_\_\_\_\_
6. Date of event: \_\_\_\_\_
7. Banner/sign displayed from: \_\_\_\_\_ to \_\_\_\_\_
8. Description or sketch of banner/sign:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Size \_\_\_\_\_ Material \_\_\_\_\_

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**FOR OFFICE USE ONLY**

Approval Date: \_\_\_\_\_ Community Development/Planning Signature \_\_\_\_\_