



CITY OF CARMEL BY THE SEA
DEPARTMENT OF COMMUNITY PLANNING AND BUILDING
APPLICATION FOR BANNERS ON PUBLIC PROPERTY

Date _____
Application # BA _____

Organization _____

Contact Person: _____

Phone _____ Email _____

Mailing Address _____

City, State, Zip _____

Name of Event: _____

Date(s) of the Event: _____

Requested banner display dates¹:

Install _____ (Pursuant to Policy C95-07, no more than 7 days prior to event)

Remove _____ (Pursuant to Policy C95-07, no more than 3 days following the event)

Total number of days displayed²: _____

Description of Banners³ (Applicant to provide banner description of design, size, and material. Note, vinyl material is prohibited pursuant to Policy C95-07, which is attached to this application. Include a rendering or color photograph of the proposed banner. Refer to the diagram on the third page of Policy C95-07 for additional guidance.)

Notes:

¹ Requested dates subject to sharing with other events requesting banner space during the same time period (see Policy C95-07).

² Total number of approved days for display subject to approval by the Department of Community Planning and Building.

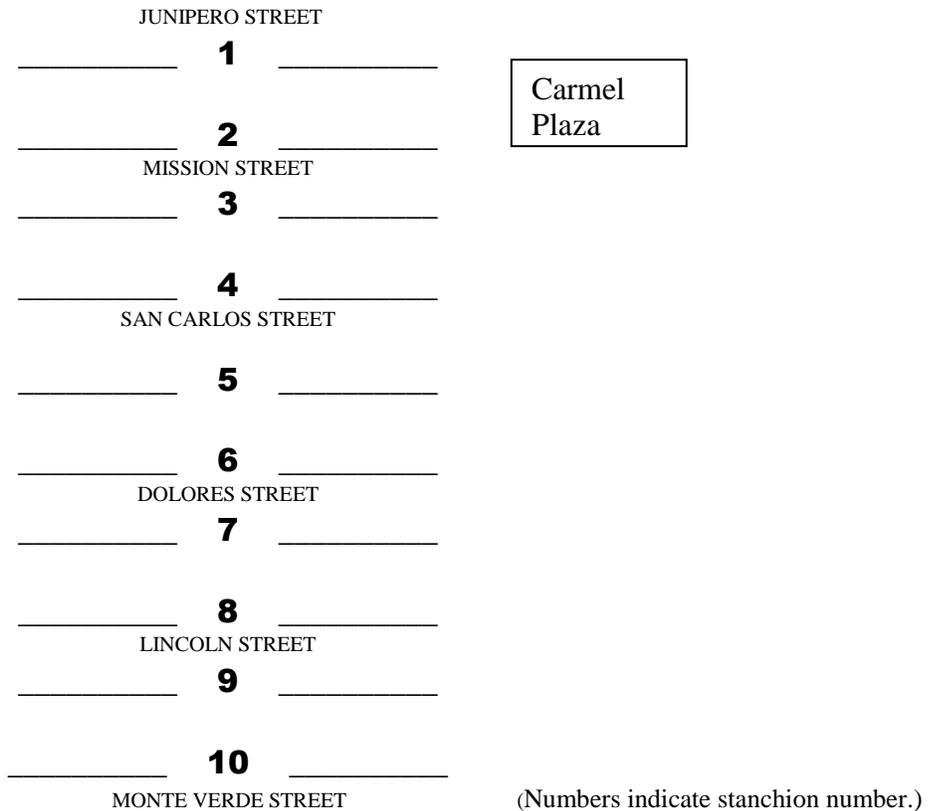
³ An application will not be approved without a banner description and rendering or photo.

Desired number and location of banners:

	<u>Poles with Single Banners</u>	<u>Poles with Double Banners</u>
Ocean Avenue ⁴	_____	_____
Sunset Center	_____	_____
Devendorf Park	<u>N/A</u>	<u>N/A</u>
Harrison Memorial Library (library-sponsored events)	<u>N/A</u>	<u>N/A</u>
Other (specify): _____	<u>N/A</u>	<u>N/A</u>

Ocean Avenue Display Diagram Banner Pole Locations

(Indicate ("X") for each requested street intersection banner location in the Ocean Avenue median.)



By signing this application, the applicant acknowledges receipt of a copy of the City’s Policy C95-07, “Banners on Public Property” (attached) as a component of this application as well as the Specifications of Work (below), and agrees to abide by all the terms and conditions set forth therein.

Notes:

⁴ Applicant must complete Ocean Avenue Display Diagram of this application.

Signature of Representative

Printed Name and Title

Date

For City Use Only

Staff Review: Approved _____ To PC _____ Date _____

CA & CC Review: Approved _____ Denied _____ Date _____

Authorized Dates: Install _____ Remove _____

Conditions: _____

SPECIFICATIONS OF WORK

1. The applicant must deliver the banners to the installation contractor at least five (5) days prior to installation.
 2. The installation contractor will be responsible for installing the banners per City requirements.
 3. The contractor will also be responsible for removing the banners on the established removal date, or within 72 hours of the designated day of the event (last day for multiple-day events).
 4. The applicant has five (5) days after the event to pick up the banners from the installation contractor. After five (5) days, the contractor shall not be responsible should the banners be lost, damaged, stolen, or discarded, and a rental storage fee of \$12 a week is applied.
 5. Neither the City nor the City's installation contractor is responsible for any loss, theft, damage, or vandalism of banners displayed on City property.
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