



Banner Application Form

Date of Application: _____

Contact Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone number: _____ Email: _____

I hereby request that a banner be hung by the City of Statesville

For: _____

Sponsoring Agency

Purpose: _____

Banners will be scheduled for one week from Monday-Sunday. Please mark the dates accordingly

Date Requested: _____

Alternative Date: _____

The City of Statesville agrees to hang a banner for _____ and will use sound engineering practices in so doing; however, some risk is involved in this process. The sponsoring agency agrees to share jointly with the City of Statesville in any liability associated with the hanging and displaying of the above banner.

All banners should be delivered to the Electric Department at 915 Winston Ave. and picked up within 30 days after removal or the banner will be disposed of.

Signature: _____ Title: _____

Banners will not be hung if damaged or winds are gusting over 15 MPH.

Fax/Email to City Manager's office Emily Kurfees

Fax: 704.878.3514

Email: ekurfees@statesvillenc.net

POLICY FOR HANGING OF BANNERS ACROSS CITY STREETS

It shall be unlawful for any person to place or hang or cause to be placed or hung, any banner or advertisement across any street in the City at any time, unless a permit shall have been first obtained. All such banners shall be installed under the supervision of the Director of Electric Utilities or his designee and shall meet standard requirements.

The City will hang banners to promote public awareness of special **non-profit**, community-wide events. The banner cannot be used for the sole promotion of any organization and no for-profit sponsor of a banner may be mentioned on the banner. There shall not be any presentation of obscene or indecent matter or any presentation of any material or information which promotes or tends to promote a particular political viewpoint, whether controversial or not.

All banners must be approved for appropriateness and physical design by the Director of Electric Utilities or his designee and must meet the following design criteria:

- No larger than 3 feet or 30 inches in height and no longer than 30 feet in length.
- Slits shall be required in each banner to allow for decreased wind load on cables and supports. For a 30 foot banner, a minimum of 15 slits should be cut in a half-moon shape with a diameter of 12 inches and staggered from top to bottom across the banner.
- Banner must include a **reinforced** border with 3/8 inch metal grommets in all corners and evenly spaced at a maximum of 24 inches, top and bottom.
- Damaged banners WILL NOT be hung.
- No banner shall be hung if it does not meet the above criteria.

Banners will not be hung if winds are gusting at 15 miles per hour or more. Wind speed will be confirmed with the Statesville Municipal Airport. If a banner is already on display and winds exceeding 15 miles per hour are occurring, and personnel are available during normal working hours, the existing banner will be removed.

Sponsoring agency should make application for the hanging of a banner no less than 30 days in advance. Time will be awarded on a first come, first serve basis. Banners will be hung for a maximum of one week from Monday to Sunday. If the sponsoring agency so requests, and no other request is received, the Assistant to the City Manager (704-878-3583) may extend the time for one additional week.

Policy for Hanging of Banners

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The Assistant to the City Manager will accept all applications to hang banners. After approval for appropriateness, she shall forward applications to the Electric Utility Department. It shall be the responsibility of the Director or his designee to approve banners based upon design requirements and to schedule banners.

The Electric Utility Department shall also be responsible for the hanging of all banners. All banners will be hung in accordance with the following requirements:

- Cable shall be a minimum of 3/8 inch diameter, 7 strands, high strength with a minimum breaking strength of 10,800 pounds. Cable supports at the pole should be rated at the same or higher tensile strength.
- Cable, cable support and poles shall be inspected for damage each time a banner is hung. The banner will not be hung if damage is present.
- The top and bottom cables shall be connected with similar cable to each other about 4 feet from the pole at each end, at mid-span, and at quarter spans. This shall be a rigid connector that will not allow slippage.
- The cable should be as taut as possible without undue tension. A maximum of 3 inch sag at mid-span should be allowed. The bottom cable shall be installed such as to allow tractor trailer passage.
- The banner shall be attached to the cables with a rigid connector that will not allow the banner to slide or collapse like an accordion.
- No spliced cable shall be used.