The City of York Pennsylvania
Department of Public Works
Chaz A. Green, Acting Director
www.yorkcity.org

2018 APPLICATION AND PERMIT FOR BANNER INSTALLATION

Please complete the application and RETURN WITH PAYMENT AND A SKETCH of your banner to:
Department of Public Works * 101 South George Street, PO Box 509, York PA 17405 * 717-849-2245

PERMIT FEE: $ 200.00 PER LOCATION ***Permits are issued on a "FIRST-COME, FIRST-SERVED" basis.**

Name of Organization: _____

Contact Person: _____

Address: _____
Street City/State Zip Code

Telephone: Day _____ Fax _____ EMAIL: _____

Name of Event: _____

Date (s) of Event: _____

Number of locations requesting (check appropriate box): ☐One (1) ☐Two (2) ☐Three (3)

REQUESTED DISPLAY DATES: From: _____ **To** _____
*Display date(s) may be changed if the requested date(s) is unavailable. Note: Requests for display beginning on a Friday will be moved either to the day before or the following Monday. Banners are not hung on Fridays. If the first date to display the banner is a Holiday, the date will be changed.

REQUESTED BANNER LOCATION(S): **Please select your location preference by checking the appropriate box.**
Display location(s) may be changed if requested location(s) are unavailable.

1st Choice: ☐ **Continental Square** ☐ **George St. & Rathton Rd.** ☐ **Market St & Richland Ave.** ☐ **Phila. St. & Carlisle Ave.**

2nd Choice: ☐ **Continental Square** ☐ **George St. & Rathton Rd.** ☐ **Market St & Richland Ave.** ☐ **Phila. St. & Carlisle Ave.**

3rd Choice: ☐ **Continental Square** ☐ **George St. & Rathton Rd.** ☐ **Market St & Richland Ave.** ☐ **Phila. St. & Carlisle Ave.**

By submission of this application, the applicant declares that the organization is a non-profit organization and further agrees to abide by regulatory parameters as described on the attached document.

BY: _____
(Applicant or Authorized Representative)/Title Date

*Note: The permit must be submitted with payment no less than fifteen (15) business days prior to the first day of the requested display date. The City reserves the right to approve the design construction of proposed banners. Permits are issued on a "first-come, first-serve" basis. Further, the City reserves the right to pre-empt banner locations in the event of a requested approval/display date which conflicts with City-sponsored events. Fee will be returned if approved display date is pre-empted. By signing, I also acknowledge that I have read the Banner Rules & Regulations.

FOR OFFICE USE ONLY

❑ APPROVED ❑ DENIED

APPLICATION RECEIVED: Date: _____ Time: _____ am/pm Initial_____

NO. OF LOCATONS REQUESTED: _____

AMOUNT PAID: $ _____ CHECK NO/DATE.: _____

Requested Display Date(s) & Location(s) AVAILABLE as indicated: ☐ 1ST Choice ☐ 2nd Choice ☐ 3rd Choice

Requested Display Date(s) NOT AVAILABLE: Display dates changed to: _____

Requested Location(s) NOT AVAILABLE: Requested location(s) changed to: _____

PERMIT NO. / DATE: PWBP - _____ **- 2018**

ELECTRICAL BUREAU NOTIFIED: _____

APPLICANT NOTIFIED:_____