

For Office Use Only	
Route to:	
Public Works	_____
Community Engagement	_____
Asst. Manager	_____

Application No. _____

**BOROUGH OF STATE COLLEGE
Application for Street Banners**

Applicant

Organization _____

Address _____

Telephone _____

Email _____

Contact

Name _____

Address _____

Telephone _____

Email _____

Number of Banners Requested to Be Installed by the Borough

Applicant intends to install _____ Banners

Dates of Installation or Connection and Removal by the Borough

Requested Installation/Connection Date _____

Requested Removal Date _____

Banner display shall be no less than 30 days or more than 60 days without permission of Borough Council. Submission of the application must be 60 days prior to installation

Banner Design

Applicant shall submit with this application an example of Banner design including all graphics and colors. **DO NOT ORDER UNTIL APPROVED.**

Installation

The banners would be installed on lights poles with brackets.

Payment

A minimal cost may be associated with the installation or removal of the banners. ***Applicant will be invoiced separately.***

Banner Delivery

The banners should be delivered/shipped to the State College Borough's Public Works Building located at 330 S. Osmond Street.

Removal of Banners

Borough will not store banners. Banners must be picked up days 5 days after removal at the Public Works Building located at 330 S. Osmond Street.

Provisions of Borough's Policy Included

The provisions of the Borough's policy on banners and use of the street poles are made part of this application and Applicant agrees to abide by all provisions of Policy.

Liability

By signing this application, the applicant agrees to indemnify and save the Borough of State College harmless from and against any loss, liability, damage, including costs and reasonable counsel fees, arising from any claim by the undersigned individual or the appropriate officers of the undersigned organization or any other party, arising under or in connection with the hanging of banners or the use of Borough electrical outlets, trees or fixtures in the right-of-way.

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Approved Installation Date	
Approved Removal Date	

Applicant Organization Name _____

Signature of Authorized Officer _____

Borough of State College

Thomas J. Fontaine, Manager _____

Date _____

The supplied specifications must be strictly adhered to ensure proper installation.

