

LAKEPORT STREET BANNER FORM

FOR NON-PROFIT ORGANIZATIONS ONLY

Fee: **\$25** for Insurance Purposes (Make Payable to Lake County Chamber of Commerce)

The City of Lakeport-Public Works Department will hang all approved banners, with enough advance notice (typically 6 weeks). The City of Lakeport and the Lake County Chamber of Commerce are not responsible for damage (tearing, shredding or any other damage caused by weather) that occurs to banners while hanging.

Banners can be hung at either 9th & Main Streets or Martin & Main Streets in Lakeport, California (depending on availability of location). Banners will be hung for no longer than 14 days, and are typically hung or taken down on a Monday (depending on the City of Lakeport Public Works availability). **Banners must be delivered to the Lakeport City Yard at 591 Martin St the Friday before they are to go up over the street. Banners are to be picked up at the Chamber office the Monday afternoon they are taken down.**

Banners will NOT be hung without hooks/snaps in every grommet.

Date: _____ Non-Profit #: _____

Organization: _____

Contact Person: _____

Contact Phone #: _____ Contact Fax #: _____

Organization Address: _____

City: _____ Zip Code: _____ Email: _____

Dates Requested:

From: Month: _____ Day: _____ Year: _____

To: Month: _____ Day: _____ Year: _____

Location Preference:

Martin & Main Streets: Ninth & Main Streets: Fence : (Max. 10' length)

Please provide the text on your banner:

In making this application for use of City property, I acknowledge that I have read and understand the rules and regulations for displaying a banner (pg. 2) and agree to abide by these rules and any special conditions of the permit. My organization agrees to indemnify, defend and hold harmless the City of Lakeport and the Lake County Chamber of Commerce, their officers, officials, employees and volunteers from and against any and all liability, loss, damage, expense and costs (including without limitation attorney's fees and costs) of every nature arising out of or in connection with the banner display.

Signed Organization Representative: _____ Date: _____

Chamber Representative: _____ Date: _____

Notified City of Lakeport and Approved on: ____/____/____ at Fax 263-1514

**Please return completed form & check for \$25 to:
Lake County Chamber of Commerce • 875 Lakeport Blvd. • P.O. Box 295 • Lakeport, CA 95453
Phone (707) 263-5092 Fax (707) 263-5104**

STREET BANNERS MUST MEET THESE GUIDELINES OR THEY CANNOT BE PUT UP.

- 1) 16 OUNCE MATERIAL (Minimum Weight)
- 2) BANNERS SHOULD BE:

GROMMET TO GROMMET HEIGHT= 32"

WIDTH– 20' MINIMUM TO 25' MAXIMUM
- 3) GROMMETS (EYE HOLES) MUST BE APPROX. EVERY 2' (FT); 1 1/4" FROM THE EDGE OF THE BANNER TO THE CENTER OF GROMMET. (INDUSTRY STANDARD)
- 4) STANDARD CLIPS (2 1/2") MUST BE ATTACHED TO EACH GROMMET. These are available at your local hardware store.
- 5) BANNER REQUIRES 2' (FT) OF SEWN-IN ROPE ON EACH CORNER. (PLEASE, NO PLASTIC ROPE. USE COTTON, HEMP OR NYLON ONLY)
- 6) WIND VENTS MUST BE APPROX. EVERY 4'(FT) AND APPROX. 10" IN DIAMETER.
- 7) **PLEASE BRING YOUR BANNER TO THE LAKEPORT CITY YARD 591 MARTIN ST., LAKEPORT, THE FRIDAY BEFORE YOUR BANNER IS TO HANG. YOUR BANNER WILL BE RETURNED TO OUR OFFICE FOR YOU TO PICK UP ONCE IT HAS BEEN REMOVED. WE ASK THAT YOU PICK UP YOUR BANNER ON THE DAY IT IS REMOVED FROM THE STREET, (WE HAVE NO SPACE FOR STORAGE).**
- 8) THERE WILL BE A **\$25.00 CHARGE PER BANNER**, AS THE LAKE COUNTY CHAMBER OF COMMERCE'S INSURANCE CARRIER HAS IMPOSED THIS AMOUNT ON OUR PREMIUM.

Chamber Members who make banners:

Moran & Associates, 3380 Keeling Avenue, Lakeport, (707) 263-4665
RAH Signs, 987-2623, Hidden Valley
Shelden Painted Signs, 2305 S. Main, Lakeport, (707)263-4558

IF YOU HAVE ANY QUESTIONS, PHONE THE CHAMBER AT 263-5092!!