



CITY OF
TUMWATER

BANNER PERMIT AND AGREEMENT

Contact Name: _____

Permit Application Date: _____

Organization: _____

Phone Number: _____

Address: _____

Cell Number: _____

City/State/ZIP: _____

Email Address: _____

Sponsor, Name of Event, Location of Event, Description and Event Date(s):

Banner Installed Date: _____

Banner Pick-up Date: _____

Banners will be installed on Tuesdays for up to a two (2) week period on City-owned street banner poles located on Tumwater Boulevard. If Tuesday is a holiday, the banner will be installed the following business day. Banners must be dropped off one (1) week prior to the approved installation date and picked up the following Tuesday from the banner removal date. Banners left at the City for more than 10 days from the banner pick-up date will be discarded.

Permit Fee of \$300.00 payable to the City of Tumwater is attached. If the Permit is not approved, the check will be returned. Otherwise, there will be no refunds.

Copy of Certificate of Liability Insurance with limits no less than \$1,000,000.00 each occurrence;

\$2,000,000.00 general aggregate listing the City of Tumwater, its officers, agents, employees and volunteers as additional insured is attached.

Tumwater City Hall
555 Israel Road SW
Tumwater WA 98501

www.ci.tumwater.wa.us

Mock up or sample of proposed banner is attached.

Banner meets the eligibility requirements in the Banner Policy and meets the following physical specifications:

1. 24 to 36 feet in width (maximum width 36 feet) and 3 feet in height with approved message on one or both sides of the banner.
2. Banners must be made of 18 oz. or greater heavy duty vinyl material with sewn in hem on all sides and gusseted corners.
3. Grommets must be placed at each corner and along the top and bottom edges of the banner placed no greater than 2 feet apart. The minimum grommet size shall be ½ inch inside measurement.
4. Wind vents must be placed in the banner and shall be 6-inch diameter semicircular slits placed 18 inches apart and not less than 6 inches from each end of the banner.

BANNER MAINTENANCE: Any defect in a banner which could cause possible injury, damage to property, or a traffic hazard will cause the banner to be removed by the City without prior notification to the organization. The City will notify the applicant as soon as possible of any damage, defect, or removal. The City will not be responsible for damaged or torn banners (i.e. deterioration, storms, high winds, etc.). Applicants will be responsible for all costs to repair any damage to City owned property caused by the installation, while installed, and/or removal of the banner. Applicants will be responsible for any damage to cars, pedestrians, or neighboring properties due to a defective banner.

HOLD HARMLESS AGREEMENT

The undersigned hereby makes application to the City of Tumwater (City) for hanging banners and certifies the information given in the application and supporting materials is correct. The undersigned further states that he/she has the authority to make this application and agrees to comply with all Federal, State and local regulations. The applicant agrees to indemnify, defend, and hold harmless the City or its officers, agents, employees, from any and all claims, injuries, damages, losses or suits including all costs and attorney fees, alleging damage or injury arising out of the subject matter of this Agreement; provided, however, that such provision shall not apply to the extent that damage or injury results from the sole negligence of the City or its officers, agents, or employees. The applicant or his/her agent has examined and inspected the banner and equipment for defects and finds them fit and safe for the purpose stated above.

Signature is required on next page

No liability shall attach to the City by reason of entering into this agreement or issuing this permit except as expressly provided herein.

Applicant Name (Print)	Applicant Signature	Date
------------------------	---------------------	------

If a City Department, please list the Org Code/Object Code that the Permit Fee will be transferred from:

APPEAL: Applicants may appeal the denial of an application by filing written notice within three (3) business days of notification of denial of permit. Appeals may be mailed to the Mayor's Office, 555 Israel Road SW, Tumwater, WA 98501.

STAFF USE ONLY:

Banner will be displayed on: _____

Reviewed By: _____ Date: _____ Check Number: _____

Approved: Denied: Conditions: _____

Staff contacted applicant on: _____

If application was denied, permit fee returned on: _____

Not Approved Due To:

- Date already in use
- Organization/event did not meet Banner Policy Eligibility Requirements:
 - Event Not Located in Tumwater
 - For Commercial Advertising
 - Organization is not Lodging Tax Funded; City Sponsored event, Public School or College/University event, or Public Agency event.