



CITY OF BUCHANAN
Banner Placement Form

Contact Person: Jerry Fleenor
Organization: BUCKTEENS Daytime Phone 269 240 5371

Address: 16485 Rymearson, Buchanan

Dates Banner will be Placed: from Aug 16 to Aug 23

Indicate preferred location for Banner: E. Front St. (downtown) or 103 S. Redbud Tr. (location not guaranteed)

Briefly describe the purpose of the banner: Promote Buckteens

What does/will the banner say? Buckteens Date

Policy:

- The City's consideration of banner placements is focused upon signs that uniquely promote the City as a quality place to live...
A banner may be no larger than 3' x 20' and no smaller than 2' x 20'.
A banner must have wind release or wind vents.
There will be a maximum time period of two weeks for banner display.
The banner form must be turned in no later than the 1st or 3rd Wednesday of the month to be guaranteed placement on the City Commission agenda.
The banner form must be approved by the City Commission at their regular meeting or may be approved at the discretion of the city manager.
The Cemetery Department must be allowed at least one (1) week's notice prior to the placement of the banner.
The City of Buchanan reserves the right to remove or place banner for purposes that serve the public good.
All banners promoting Non-City Events or Activities are subordinate to any City Organization banner request and the City reserves the right to deny, remove or limit the display time of any banner.
The City has placed a \$10.00 placement fee and a \$10.00 removal fee for a total of \$20.00 that needs to accompany each Application form

Please return form to City Clerk's Office, City Hall, 302 N Redbud Trail, Buchanan, Michigan 49107

OFFICE USE ONLY

Date Received: Employee:

Approved/Denied Buchanan City Commission: Date