



## Downtown Development Authority Temporary Gateway Banner Application (Draft)

Application Fee \$50 + \$50 Deposit  
Payable Online Option at: [tinyurl.com/PayItOnline](https://tinyurl.com/PayItOnline)

*The Village of Friendliness – Since 1870*

### **Application Checklist**

- ☐ A Completed and Signed Douglas Downtown Authority Temporary Gateway Banner Application  
Note: Applications must be received **30** days prior to the event. *The DDA meets on the 4th Wednesday of each month; therefore, applications will be considered for approval by the DDA board during their next meeting following submission.*
- ☐ \$50 Application fee with a \$50 Deposit (deposit will be returned to applicant following the removal of the banner)
- ☐ Rendering or graphic of proposed temporary banner

### **Conditions of Banner Display:**

- The banner must be securely fastened and meet safety standards.
- Banners must be weather-resistant.
- Banners must not contain offensive or inappropriate content.
- Only one banner will be displayed at a time.
- Banners must not be larger than 24"x 94"

### **Applicant Information:**

Name: \_\_\_\_\_ Organization: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Address / PO Box \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### **Banner Information:**

Event Name: \_\_\_\_\_ Event Dates: \_\_\_\_\_  
Banner Dimensions: \_\_\_\_\_ Dates of event banner is promoting: \_\_\_\_\_

### **Banner Promotion:**

How does the banner promote the community or an event that impacts the City of Douglas? (Insert explanation of how the banner promotes community engagement, local events, or activities that positively impact the City of Douglas).

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I hereby attest that the information on this application form is, to the best of my knowledge, true and accurate. It is the applicant's responsibility to meet the requirements of the Conditions of Banner Display in all respects and to provide the necessary information to the Downtown Development Authority for approval. A permit must be obtained prior to putting up the banner. I acknowledge there are no refunds for any reason.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date