



## 2026 Watertown Parks, Recreation, and Forestry Department

514 S. First Street / Watertown, WI 53094

920-262-8080 office / 920-262-8087 fax

# Advertising Banner/Flag Application

Please return the completed application with payment and artwork attached to the above address.

Sponsoring Organization \_\_\_\_\_

Contact \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Email Address \_\_\_\_\_

### General Banner Information

Banners must adhere to the following specifications:

1. Banner dimensions of 7' by 7' (Washington, Riverside, Brandt-Quirk) or department approval.
2. Must be constructed of approved perforated material.
3. Available grommets along the top side every 12" and along the bottom side every 12" with at least 3 grommets along the length.
4. Submit artwork/logo including all information to be printed on the banner/flag.
5. The approved group must coordinate the installation and removal of the banner/flag advertisement with the department. The department will not store banners/flags.

Website \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Message \_\_\_\_\_

Locations:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of City Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Approved Group Contact

\_\_\_\_\_  
Date

**Office Use:** Banner \$50 x \_\_\_\_\_ Banners = \$ \_\_\_\_\_ Total Received By: \_\_\_\_\_