

**VILLAGE OF EAST AURORA**

571 Main Street, East Aurora, New York 14052

Telephone: 716-652-6000, EXT 222

Fax: 716-652-1290

**APPLICATION FOR BANNER PERMIT**

**Applications must be filed at least 30 days in advance**

**(As per NYS guidelines, only Not for Profit organizations may apply)**

Permit No. \_\_\_\_\_

Application No. \_\_\_\_\_

Examined _____	200 _____	Filing Date _____	
Approved _____	200 _____	Filing Fee \$ 25.00	Receipt # _____
Disapproved _____	200 _____	Permit Fee \$150.00	Receipt # _____
		\$175.00	to Village

Code Enforcement Officer \_\_\_\_\_

1. ORGANIZATION: \_\_\_\_\_  
 Responsible Party \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-mail \_\_\_\_\_
2. LOCATION: East Side of Railroad Bridge \_\_\_\_\_  
 or West Side of Railroad Bridge \_\_\_\_\_
3. DATES: Set Up Date \_\_\_\_\_  
 Take Down Date \_\_\_\_\_  
**NOT TO EXCEED 14 DAYS** (Monday to Monday)
4. ATTACH DRAWING OF LETTERING AND PICTORIAL MATTER FOR BANNER, INDICATING BANNER SIZE
5. ATTACH INSURANCE CERTIFICATE: Public liability coverage with limits of \$100,000/300,000; property damage insurance with limits of \$50,000/100,000). Policy shall be endorsed to include Village of East Aurora as an additional named insured.

The undersigned Applicant hereby applies for a permit for the banner described above at the location described above.

APPLICANT SIGNATURE: \_\_\_\_\_

All banners must be of the same size and configuration. See below specifications:

1. 3 feet by 20 feet (no smaller or bigger)
2. Printed on one side only
3. Three (3) minimum 5/8" inside diameter grommets on top of the banner. Fabric reinforced at each grommet. On each corner and one center
4. Two (2) minimum 5/8" inside diameter grommets on bottom of banner. Fabric reinforced at each grommet in each corner.

(DRAWING NOT TO SCALE – REFERENCE ONLY)

All grommets placed 1 5/16" from edge of banner to center of grommet.

