



CITY BANNER DISPLAY APPLICATION

Events sponsored or funded by the City of Novato; programmed through the City’s Parks, Recreation, and Community Services Department; or sponsored or funded by another local public agency may apply to display a banner promoting their event at one of the city’s two banner display locations. To apply, please clearly and legibly complete all sections below, attach a complete and legible pictorial representation of the proposed banner with all text and graphics, sign and submit the application to:

City of Novato Parks, Recreation & Community Services Department
Attn: Banner Display Program
922 Machin Avenue
Novato, CA 94945

1. APPLICANT INFORMATION:

_____	_____	_____
Name of Organization	Contact Name	Phone Number
_____	_____	_____
Street Address	City	Zip Code

2. EVENT INFORMATION:

Event Description		

Date(s) of Event		

_____	_____	_____
Local public agency sponsoring/funding event	Contact Name	Phone Number

3. BANNER INFORMATION:

Banner display location requested (check one below):

- Horizontal Street banner across DeLong Avenue near Reichert Avenue
- Community House banner at 908 Machin Avenue

Week(s) requested for banner display period: _____

Size of banner requested to be displayed: Width: _____ (ft-in) x Height: _____ (ft-in)

_____	_____	_____
Banner Retailer/Manufacturer Name	Address	Phone Number

(initial here) I have attached a complete and legible pictorial representation of the proposed banner including all text and graphics to be displayed. I understand that my banner will not be hung if it does not match the pictorial representation submitted with this application and that no refund of any fees will be provided by the City of Novato should this occur.

(initial here) I certify that the banner associated with this application will be manufactured according to the City of Novato banner specifications. I understand that the City of Novato and/or their banner display contractor will not be responsible for damage sustained to any banners due to the elements, including high winds, faulty workmanship in construction of a banner, or for banners not complying with city specifications.



CITY BANNER DISPLAY APPLICATION (con't)

Hold Harmless, Responsibility: I understand that I shall be held responsible for any and all loss, accidents, injury or damage to persons or property which result from this activity. I, the undersigned applicant, agree to the fullest extent permitted by law and regardless of the City of Novato, Successor Agency to the Dissolved Redevelopment Agency of the City of Novato, City of Novato Public Finance Authority's passive negligence to RELEASE, INDEMNIFY, HOLD HARMLESS and DEFEND the City of Novato, Successor Agency to the Dissolved Redevelopment Agency of the City of Novato, City Novato of Public Finance Authority and their respective officials, officers, agents, employees and volunteers ("indemnitees") from and against any and all claims, demands, losses, damages, failure to comply with any current or prospective laws, defense costs or liability of any kind or nature (including attorney fees and expert witness fees) which indemnitees may sustain or incur or which may be imposed upon them for injuries to or death of persons, or damage or injury to property as a result of, arising out of, or in any manner connected with this activity.

I have read and understand the terms and conditions of use as outlined in this application. I acknowledge and accept responsibility and agree to abide by all regulations and conditions of use.

Signature of Applicant

Date

Email Address - Required

For Office Use Only

Date Application Received: _____ Department Action, Application is: Approved Denied

By: _____ Date: _____

Comments: _____

Application Fee: _____

Installation Fee: _____

Total Amount Due: _____

Fee Received: Amount _____ Receipt # _____ Date _____

Date Banner Returned to Owner: _____ By: _____

Storage Fee: _____ Receipt # _____ Date: _____ Disposal Date: _____

Display Canceled By City Display Canceled By Applicant

Date Canceled: _____ Amount of Refund (Deduct Application Fee*): _____

*Application fee is refundable only if canceled by the City