



APPLICATION FOR STREET BANNER

City of Jenks

P.O. Box 2007 • 211 N. Elm

Jenks, OK 74037

(918) 299-5883

APPLICANT: _____

ORGANIZATION: _____

ADDRESS: _____

PHONE NO.: _____ (Day)

_____ (Evening)

EMAIL: _____

REQUESTED HANGING DATE: _____

REMOVAL DATE: _____

BANNER DIMENSIONS: _____

BANNER CONSTRUCTION/MATERIAL: _____

WORDING ON BANNER: _____

BANNER TO BE INSTALLED & REMOVED BY JENKS PUBLIC WORKS DEPARTMENT - \$50 fee, paid in advance

Banner is to be provided to Public Works a minimum of three (3) days before the requested hanging date.

Signature **Date**

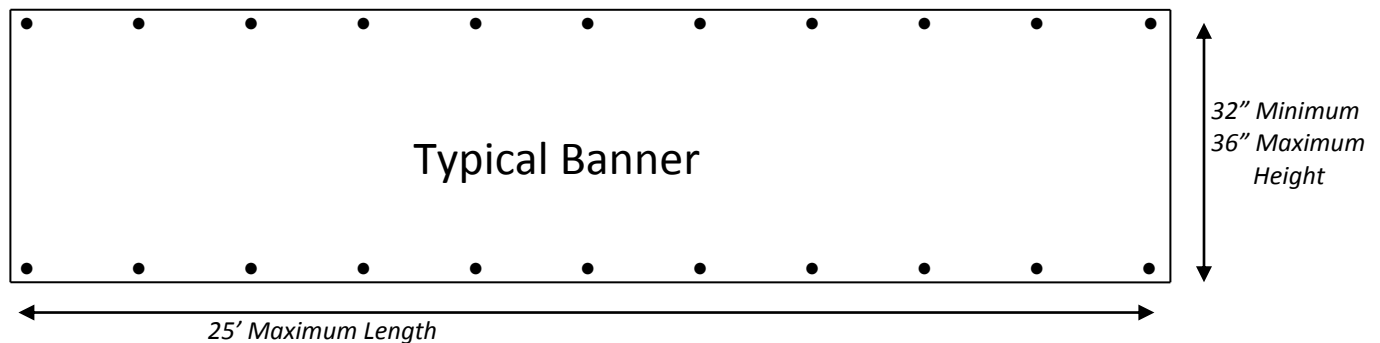
FOR CITY USE	
Date Paid: _____	Approved By: _____
Fee Paid: _____	Date: _____
Receipt No.: _____	To Operations: _____

STREET BANNER REQUIREMENTS

RESTRICTIONS:

1. Banners are allowed to be hung over public streets from City approved poles and lines only.
2. Banners are allowed to be hung for the promotion of civic, charitable, or religious events only.
3. The period for banner hanging will not exceed fourteen (14) calendar days.
4. If there is a prior application for hanging a banner, the Public Works Director, in his sole discretion, may deny permission to hang any other banner during the same time frame.

BANNER SPECIFICATIONS:



SIZE:

Overall Length: 25 Feet (Maximum)

Overall Height: 32 inches (Minimum)
36 inches (Maximum)

CONSTRUCTION:

1. Material is to be of a type that will withstand normal weather (wind and rain) conditions.
2. Banner (top, bottom, and both ends) is to have a finished hem to prevent wind tears.
3. A hemmed edge approximately two (2) inches wide is required at the top and bottom of banner with metal eyelets installed on doubled material for the purpose of attaching the banner to the existing guy wires.
4. Eyelets will be made of brass, or other metallic material, or hard plastic grommets with an inside diameter of at least one-half inch.
5. Eyelets are to be installed in a configuration so that there will be eleven (11) across the top and eleven (11) across the bottom, with spacing approximately 30 inches apart.
6. Mesh material or wind holes are to be included in banner construction.

INSTALLATION:

1. A fee of \$50.00, payable in advance, is required. Fee is waived for City sponsored or co-sponsored events, or when specifically waived by the City Council.
2. Banners must be furnished to the City a minimum of three (3) working days before requested time to be hung.