

**RULES & GUIDELINES AGREEMENT FOR STATE STREET BANNER SIGN**

1. All banners should be for community events, which are open to all members of the community. An entrance fee may be charged for fundraisers only.
2. For profit events will not be considered community events.
3. Only East Jordan events will be allowed to display banners.
4. No political banners of any kind will be allowed.
5. The banner remains the responsibility of the organization at all times.
6. The organization may place the banner one-week before the event and must remove it within two days after the event.
7. The City of East Jordan will not be responsible for the placement of the banner.
8. No advertisements for businesses will be allowed.
9. Banners must be in good shape not tattered or torn and must meet the approval of the City Administrator.
10. An application to place the banner must be completed and filed with the City Clerk. The City Administrator, before placement of the banner, must approve the application.
11. Banners may be placed on a first come, first served basis. This will be done by the date the application is received.
12. The City will not be responsible for any damages to banners while they are placed on sign.

I have read and understand the above guidelines.

_____	_____
Signature	Please Print Name
_____	For Profit Event Yes or No
Name of Organization	(please circle one)
Date of Application_____	Type of Event_____
Mailing Address & Phone #_____	
Date(s) of Use_____ to _____	
Initials of person receiving application_____	
Date Application Received_____	
Approval Date_____	Approved by_____
	City Administrator