



Request for Installation of Banner

Date of Application: _____

Name of Organization: _____

Contact Person: _____

Telephone: _____

Dates Display Requested: _____

From: _____ to _____

Signature: _____

FEE: Not for Profit Organization - No Charge first installation per calendar year. All other and subsequent installation(s) are to be charged fees in accordance with Section G-4 of the Consolidated Fee By-Law 2016-206, as amended.

Note:

- a) Application must be received three weeks prior to commencement of community event.
- b) The banner must meet ALL specifications set out by the City of Kawartha Lakes Public Works on drawing S-150
- c) The banner must be delivered to the Public Works Office at 89 St. David Street, or the nearest Service Centre one week before installation.
- d) The banner must be picked up where it was dropped off with-in five working days after removal. **FAILURE TO DO SO WILL RESULT IN BANNER BEING DISPOSED OF.**
- e) The City of Kawartha Lakes will NOT accept responsibility for damages done to the banner how so ever caused.

Message to be Displayed:

Approval: _____ Date: _____

