



BOROUGH OF CONSHOHOCKEN
400 Fayette Street, Suite 200 Conshohocken, PA 19428
Phone (610) 828-1092 Fax (610) 828-0920

APPLICATION FOR BANNER PERMIT

PLEASE NOTE: All requested information is required to complete this form and it must be signed by an Authorized Official of the Borough of Conshohocken. This original form must be returned to the Borough at least eight-(8) weeks prior to the installation date.

We cannot accept faxed or emailed copies.

Thank you for your cooperation and please return this application request along with a check made payable to the 'Borough of Conshohocken' for \$200.00.

Organization's Name: _____

Organization's Address: _____

Organization's Phone Number: _____

Name of Director (printed): _____

Director's Signature: _____

Contact Person w/ Phone Number: _____

1. Describe the event for which the banner will be displayed.

2. For what time period are you requesting the banner to be hung? Give specific dates.

From: _____ To: _____

3. The banners will be made to the specifications that are on page two-(2) of this application.

If the banner is not made to the specifications the banner will not be hung.

ADDITIONAL REQUIREMENTS:

The Borough of Conshohocken, Pennsylvania Department of Transportation and Washington Hose and Steam Fire Engine Company No. 1 must be named as Additional Insured entities under your General Liability Insurance for the banner being hung for the event.

4. Borough will:

- Hang Banner.
- Supply tie downs to connect the end of banner to poles to keep banner centered.

Authorized Municipal Official's Name (Printed)

Signature of Municipal Official & Date Signed

Title of Municipal Official



Banner Specifications

If banner is not made to specifications the banner will not be hung.

- Banner Height to be: 3' D-ring to D-ring
- Banner Length to be: 25' up to 40' D-Ring to D-ring
- Banners to be made of at least 16 ounce Opaque Vinyl hemmed and stitched with reinforced webbing on perimeter to add strength to the banner.
- Banners will be made for two-(2) sided printing with block-out material.
- Two-(2) D-rings at each of the four corners - **opposing 90* angles.**
- D-rings not to exceed 24" on center, on the top and bottom of the banner.
- **All D- rings are to be sewn to main web by short web straps.**

FABRIC: 16 ounce Opaque Vinyl.

WEBBING: Vinyl coated polyester webbing.

THREAD: #138 standard polyester

Banner is to be double sewn on double hem pressure points; webbing is to be double sewn on horizontal and vertical high stress areas to avoid ripping.

HARDWARE: Stainless Steel D-rings
Stainless Steel spring snaps on each D-ring

With care banners can last ten years and more