



**THE CITY OF JEROME**  
**Public Works Department**  
820 W. 4th  
Jerome, Idaho 83338  
(208) 324-9669

## **Request for Public Road Banner**

**Contact Name** \_\_\_\_\_

**Organization** \_\_\_\_\_

**Telephone** \_\_\_\_\_

**Dates Requested – Two Week Limit (depends on availability)**

\_\_\_\_\_

**Type of Event** \_\_\_\_\_

**Public Road Banner Guidelines** Priority will be given to

- City of Jerome Community Events
- City-sponsored events
- Chamber events
- Public community events (schools, library, fire department events, etc.)
- Semi-public community events (non-profit events, etc.)

Reservations can be made for no more than two weeks at a time. No single event may be displayed more than one time in excess of two weeks. You may reserve time up to six months in advance. The banner will not be hung if you do not pay in advance. The payment must be made before the banner is to be hung. If payment has not been received at that time, your reservation will be cancelled.

Private events advertising a specific event at a business will not be allowed.

**By signing, I agree to the above:** \_\_\_\_\_

**Applicant**

**Approved by Public Works Department:**

\_\_\_\_\_

**Date:** \_\_\_\_\_

**Disclaimer:** *The City of Jerome will not be responsible for any damage to banners or damage caused by any banner*

### **Requirements:**

1. Banners will be 3' x 30' and must have wind slots.
2. Banners shall have grommets at all four corners and along the top and bottom of the banner spaced approximately 18" to 24" apart.
3. Banners must be reinforced on all edges by a 1" piece of webbing sewn into place.
4. All four corners must be reinforced by a triangular piece of webbing that extends at least 6" along two edges to form the triangle. This is necessary to prevent the banner from being torn at the corners by strong winds, etc.
5. No commercial advertising is allowed on the banners.
6. Torn banners will be taken down immediately.
7. There is a \$50 fee payable to the City Of Jerome for hanging and taking down banners. This fee must be paid to the City of Jerome Finance Department before the banner will be hung.
8. Banners and the receipt for payment must be delivered before 3:00 p.m. Monday through Friday to the Public Works Department at 820 West 4<sup>th</sup> Street the day before the banner is to be hung.
9. No more than four banners will be allowed in any month.
10. The banner must be picked up at the Public Works Department after it is taken down. Banners not claimed within 10 days will be disposed of.

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