



# Town of Wickenburg Banner Permit Application

Name of Business/Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Applicant / Contact Name: \_\_\_\_\_

Telephone No: \_\_\_\_\_ Email: \_\_\_\_\_

Event Date(s): \_\_\_\_\_

Start Date of Banner Run: \_\_\_\_\_ Stop Date of Banner Run: \_\_\_\_\_

Title/Purpose of Event: \_\_\_\_\_

Wording on Banner (you may attach a diagram):

\_\_\_\_\_

All banners must have steel reinforced metal grommets every two feet (2'), have adequate airways and be constructed of durable material. The maximum size for the Town Hall Fence and the Underpass Bridge is 14 ft. (length) by 3 ft. (width). The size requirement for the Hassayampa River Walk Bridge is between 30 ft. and 50 ft. (length) and 4 ft. (width) for visibility.

The Town's Public Works Department will hang and remove the banner.

The banner shall be delivered to the Public Works Department by 3 p.m. the Wednesday prior to the hang date of the banner. Town offices are closed on Fridays.

**A twenty five dollar (\$25) banner installation / removal fee (per banner) must be submitted with the banner application.**

Arrangements can be made to deliver and pick up of banners at the Public Services Building – 553 W. Wickenburg Way. Please call 928-668-0556 or email [dbender@wickenburgaz.org](mailto:dbender@wickenburgaz.org).

Any banners not picked up within **30 days** after taken down will be **DESTROYED**. The Town shall not be responsible for any damage to a banner.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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To be completed by Town staff:

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

On Railroad Overpass Bridge \_\_\_\_\_

On Town Hall Fence \_\_\_\_\_

Hassayampa River Walk Bridge \_\_\_\_\_

Denied By: \_\_\_\_\_ Date: \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

Picked Up / Destroyed On: \_\_\_\_\_ By: \_\_\_\_\_