



Borough of Bellevue

Incorporated 1867

STREET BANNER APPLICATION

Note: Applications must be received no later than 30 calendar days before the event. Unless otherwise approved by Borough Council, banners will be hung by DPW no later than 14 calendar days before the event and will be removed no later than 5 working days following the event. For multi-day events, the schedule will be approved on a case-by-case basis.

Applicant Organization _____ Date of Application _____

Name of Responsible Party/Contact Person _____

Address _____ City, State, Zip-code _____

Email Address _____

Phone Number _____ Date of Event _____

Desired Location (location is not guaranteed):

Lincoln and Jackson Avenues

Lincoln and Meade Avenues

Lincoln and Sheridan Avenues

Lincoln and Howard Avenues

I hereby acknowledge that I have read, understand, and agree to the Street Banner Specifications set forth on the reverse of this form.

Signature of responsible party/contact named above

Date

(for staff use only)

Approved by: _____
Building Official

Date

Approved by Bellevue Borough Council on:

Date

Banner hung on: _____

Banner removed on: _____

Banner returned to owner on: _____

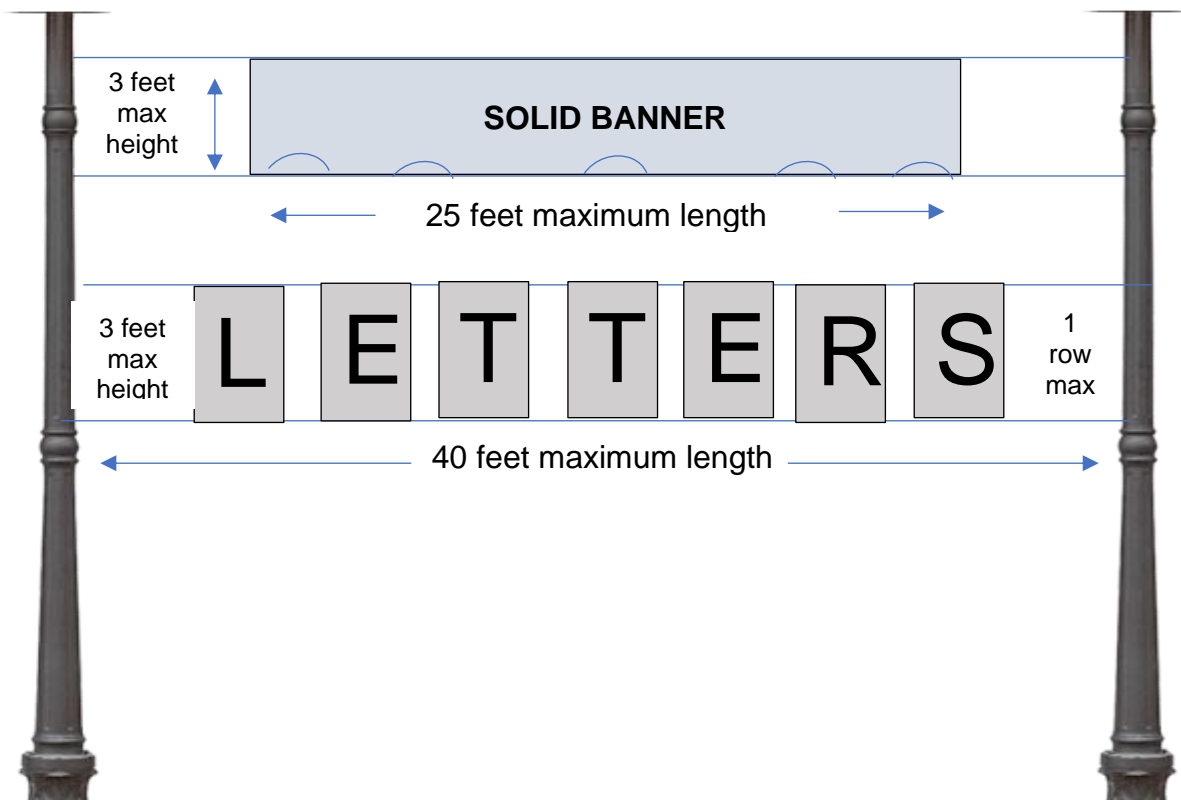
BOROUGH OF BELLEVUE

STREET BANNER SPECIFICATIONS

Banners must meet the following specifications in order to be installed over Borough streets.

Solid Banners:

- Banner must be no longer than 25 feet and no wider than 3 feet.
- Banner must be provided with half-circle slits cut into the banner to reduce fluttering.
- Top and bottom ropes for hanging shall be provided with the banner and shall be no less than ¼ inch diameter and 10 feet longer than the width of the street, but in no event less than 75 feet each.
- Top rope shall be stitched to the banner to prevent movement.
- Bottom rope shall be free to move back & forth to ensure centering of the banner.



Individual Letter Banners:

- Banner shall be no more than 1 row high with a maximum height of 3 feet and a maximum length of 40 feet.
- Top and bottom ropes for hanging shall be provided with the banner and shall be no less than ¼ inch diameter and 10 feet longer than the width of the street, but in no event less than 75 feet each.
- Top rope shall be stitched to the banner to prevent movement.
- Bottom rope shall be free to move back & forth to ensure centering of the banner.

If you need further assistance regarding banner specifications, please contact the Borough of Bellevue Department of Public Works at 412/766.7448.