

**CITY OF ST. CHARLES**  
**BANNER DISPLAY APPLICATION**

APPLICANT INFORMATION			
<i>Name/Type of Event</i>	<i>Date(s) of Event</i>		
<i>Name of sponsoring entity seeking to display banner(s)</i>	<i>Is sponsoring entity a 501(c)(3) or 501(c)(6) organization?</i> <div style="text-align: center; margin-top: 5px;"> <input type="checkbox"/> Yes      <input type="checkbox"/> No         </div>		
<i>Address</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
<i>Telephone Number</i>	<i>Description of entity seeking to display banner(s)</i>		
<i>Name of representative of entity completing application</i>	<i>Title or Office</i>		
<i>Representative Contact Information</i> <i>Telephone Number</i>	<i>Email Address</i>		
BANNER INFORMATION			
<i>Number of Banner(s) Requested for Display</i>			
<i>Preferred Location(s) for Display of Banner(s)</i>			
<i>Description of Banner</i>			
<b>NOTE – SAMPLE OF BANNER MUST BE SUBMITTED WITH THIS APPLICATION</b>			

I, \_\_\_\_\_, on behalf of myself and the sponsoring entity identified herein above, do hereby swear, affirm and agree as follows:

Please Initial:

- \_\_\_\_\_ That the information contained in the Banner Display Application is truthful and accurate, and that I have the authority to act on behalf of the sponsoring entity for application being submitted; and
- \_\_\_\_\_ That I have received the City of St. Charles' Policy on the Display of Streetlight Banners and agree to comply with all the provisions thereof; and
- \_\_\_\_\_ That the submission of this Banner Display Application and any permission granted hereunder shall not vest myself or the sponsoring entity with any right, including without limitation, the right to display any banner(s); and

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- \_\_\_\_\_ That the “Banner Facilities” described in the Policy are the sole and exclusive property of the City of St. Charles, and that their use, and the terms and conditions of their use, are subject to the City’s absolute discretion; and
  
- \_\_\_\_\_ That the City may, without notice, remove any banner or drop-down panel at any time, with or without cause; and
  
- \_\_\_\_\_ That the use of the City’s Banner Facilities and the Policy do not create or imply the existence of a public forum; and
  
- \_\_\_\_\_ That I shall defend, save, and hold harmless the City, its elected and appointed officials, officers, employees, agents, contractors and volunteers from any and all claims, liabilities, causes of action, losses and damages that may, at any time, arise or be claimed by any person or entity as a result of bodily injury, sickness, death, or property damage, or as a result of any other claim or suit of any nature whatsoever allegedly arising out of, resulting from, or in any manner connected with or related to, directly or indirectly, the proposed or actual utilization of City property. In the event that any person or entity obtains a judgment or settlement against the City, I shall promptly indemnify the City in the amount of said judgment or settlement and for all costs and expenses related thereto, including, without limitation, reasonable attorney and expert witness fees.

**IN WITNESS THEREOF**, I, \_\_\_\_\_ have set my hand on behalf of myself and the sponsoring entity identified herein above, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature

Subscribed as sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

**Submit Completed Application to the City of St. Charles Public Works Department**

Office Use  
Received:  
Date \_\_\_\_\_ Time \_\_\_\_\_ By \_\_\_\_\_

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<b>The Foregoing Application Was:</b>		
<i>Approved on (date):</i>	<i>Disapproved on (date):</i>	
<i>If disapproved, reason(s) for disapproval:</i>		
<b>Conditions of Approval:</b>		
<i>Start date of banner display</i>	<i>End date of banner display</i>	<i>Number of banners to be displayed</i>
<i>Permitted location(s)</i>		

\_\_\_\_\_  
 Director of Public Works/Designee

***For Profit Organizations Only:***

<b>FOR OFFICE USE ONLY:</b>		
<i>Number of Banners Being Submitted</i>	<i>Cost Per Banner \$55</i>	
<i>Total Amount Due to the City – Check made out to the City of St. Charles</i>		
<b>Revenue Account: 100-00-343.00-00</b>		
<i>Date Paid:</i>	<i>Check Number:</i>	<i>Received by:</i>
<i>Applicant's Organization:</i>		