



"Preserving Our Past, Enriching Our Present, Building Our Future"

33 Broadway, Jackson, CA 95642-2301
(209) 223-1646 / Fax (209) 223-3141
e-mail: cinfo@ci.jackson.ca.us

BANNER PLACEMENT REQUEST

Date: _____

Name: _____

Address: _____

Phone: _____

Description of Banner (event, location): _____

Requested Install and Removal Dates: _____ to _____

Banner Guidelines and Requirements:

- City of Jackson's Public Works Department will do the installation/removal of banners – Fee \$100.
- Banner space is for event advertisement only and business advertisements will not be allowed. (*Reference Jackson Municipal Code 17.54.145 Signs for Business Purposes Generally*)
- Limit of 2 Banners up in downtown Main Street location at a time.
- Maximum Banner Size: 4' x 20'
- Banners need to have grommet holes across top of the banner and on bottom (left/right) corners.
- Banners must have a minimum of two large round cut out "C" holes every two feet to lessen wind drag.
- Should a banner tear, it will be taken down and returned to the responsible party.
- Banners will be removed the day after the scheduled event date.
- Banners need to be dropped off at City Hall one (1) week prior to install date. Fees must be paid at this time.
- Banners need to be picked up at City Hall within one (1) week after removal date.
- Banners can be placed for a maximum of one month (30 days).
- City is not responsible for torn or damaged banners.

Example of a Grommet Hole:



EXAMPLE OF A MAXIMUM SIZE BANNER:

