



Revised 10/15/2024

## OVER-THE-ROAD BANNER APPLICATION



### THOMAS TOWNSHIP

- Only events that are considered community events that are open to the community shall be allowed to be displayed.
- Thomas Township events / activities shall be given priority over ALL other requests.
- Requests are handled on a first-come, first-serve basis.
- Reserves the right to refuse any/all requests.
- Cannot guarantee the placement of your banner.
- No political banners will be allowed per MDOT rules.
- No banner may advertise for a business, promote an individual sale, or advertise any merchandise per MDOT rules.
- An application **MUST** be submitted at least 45 days prior to the request for display. This is important because Thomas Township must request approval from MDOT.
- A maximum of 3 weeks is allowed for a banner to be displayed at any one time prior to an event. (Holiday displays are the exception. In such a case, 6 weeks may be granted.)
- **ABSOLUTELY NO** sponsorship or business names will be allowed on any banners to be displayed.
- A copy of the applicants insurance policy with at least \$1,000,000 in liability must be presented at the time of application with Thomas Township and Thomas Township DDA listed as an insured party.
- Will provide installation & removal of banner at a cost of \$150.00 payable with the application.
- Cannot be responsible for any damage incurred by the banner during its display, installation, or removal.
- Reserves the right to remove any banner without notice. No refund shall be given to applicants if removed early.
- May set time limits on any banner displayed.

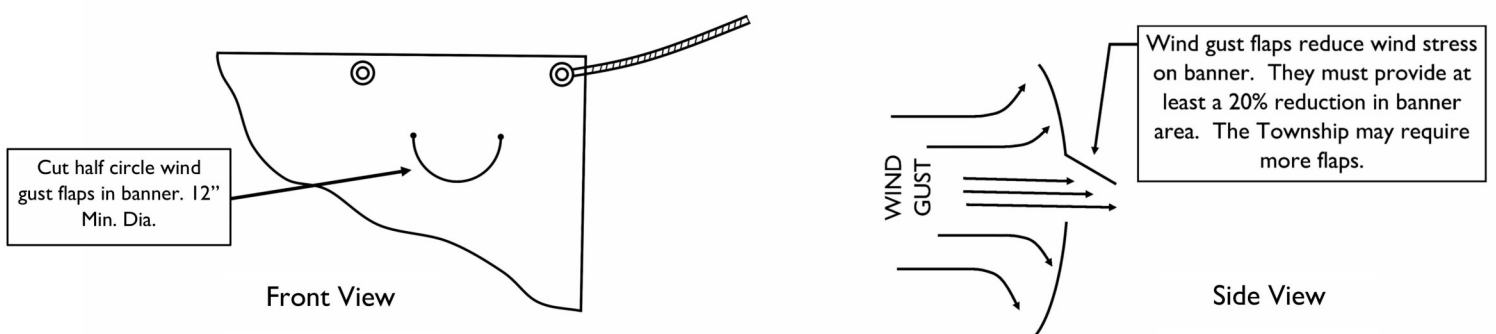
### MDOT REGULATIONS TO BE AWARE OF, BUT ARE NOT LIMITED TO:

- Banner to be displayed over Gratiot Rd. (M-46) for a maximum of 21 days.
- Seasonal banners may be displayed for a maximum of 42 days.
- Banners cannot display advertising, promote sales, or publicize any merchandise.
- Banners cannot be political in nature.
- Decorations cannot include flashing lights that may distract motorists.
- MDOT may cancel this permit at any time if its installation in any way becomes dangerous to motorists or interferes with traffic movement.

### PLEASE INITIAL ON THE LINE TO VERIFY YOUR UNDERSTANDING

- I have read the requirements and understand and accept as such. \_\_\_\_\_
- I have provided an accurate rendering of the banner and it does not exceed 3' X 25'. \_\_\_\_\_
- I have provided a copy of proper insurance policy with at least \$1,000,000 in liability. \_\_\_\_\_
- Banners must be dropped off seven (7) days prior to the date it is to be installed and **MUST** be picked up within 24 hours after removal. Thomas Township **WILL NOT** provide banner storage. \_\_\_\_\_
- The applicant will provide a banner in good condition that is clean and ready to be installed. \_\_\_\_\_
- I have paid the installation & removal fee of \$150.00. \_\_\_\_\_
- "D" rings for your banner **MUST** be a minimum of 3" and be able to snap onto 3/8" heavy duty banner cable. \_\_\_\_\_
- Grommets should be 24" apart going around the banner with one grommet being in each corner. \_\_\_\_\_
- **A minimum of 26 air relief slots will be required in each over the road banner. It should be laid out in two rows of 13 air relief slots each, one row along the upper half, and one row along the bottom half. Each relief slot must be cut in a half circle with a 12" minimum diameter.** \_\_\_\_\_

### BANNER CONSTRUCTION DETAIL:



## OVER-THE-ROAD BANNER APPLICATION

### BANNER DISPLAY APPLICATION

**NAME OF EVENT** \_\_\_\_\_  
**CONTACT PERSON** \_\_\_\_\_  
**ADDRESS** \_\_\_\_\_  
**PHONE** \_\_\_\_\_ **E-MAIL** \_\_\_\_\_  
**DATE OF EVENT** \_\_\_/\_\_\_/\_\_\_ **INSTALL DATE** \_\_\_/\_\_\_/\_\_\_ **REMOVAL DATE** \_\_\_/\_\_\_/\_\_\_  
**DATE OF APPLICATION** \_\_\_\_\_ **\$150.00 FEE DUE AT TIME OF APPLICATION**

**\*\*TRUE RENDITION MUST BE PROVIDED (INCLUDING COLORS/SYMBOLS ETC ON BANNER)\*\***  
**\*\*BANNER MUST BE NO LARGER THAN 3' X 25'\*\*\*BANNER TO BE PROVIDED BY APPLICANT\*\***  
**"D" RINGS FOR YOUR BANNER MUST BE ABLE TO SNAP ONTO 3/8" BANNER POLE CABLE**

**\*\*BANNER TO BE PROVIDED BY APPLICANT\*\***

3 ft.

25 ft.

**DESCRIBE ACTIVITY ASSOCIATED WITH BANNER DISPLAY (IN DETAIL)** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**APPLICANT SIGNATURE** \_\_\_\_\_ **DATE PAID** \_\_\_\_\_

**PERMIT #** \_\_\_\_\_ **FEE PAID** \_\_\_\_\_ **(CK/CASH/M.O.) REC'D BY** \_\_\_\_\_