



TOWN OF NEWMARKET  
 395 Mulock Drive  
 P.O. Box 328  
 Newmarket, ON  
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 905.895.5193

**BANNER APPLICATION**

**This application is for the installation and removal of Banners within the Town of Newmarket.**

Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Non-Profit Organization: Yes \_\_\_\_\_ No \_\_\_\_\_

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

Telephone: Home: \_\_\_\_\_ Business: \_\_\_\_\_

Location of Banners: \_\_\_\_\_ Number of Banners: \_\_\_\_\_

Installation Date: \_\_\_\_\_ Removal Date: \_\_\_\_\_

INSTALLATION FEE AMOUNT: \_\_\_\_\_ PAID \_\_\_\_\_

*Cost of Installation: Installation of Banners on Main & Water: \$685.84+ 89.16HST = \$775.00  
 All other locations: \$50.00/hour for each staff person plus 15% admin fee to a maximum of \$550.00*

**BANNER SPECIFICATIONS:**

1. Banner sleeve to be 4" in height when laid flat. Diameter 2½" minimum.
2. Grommets to go beneath banner sleeve – do not put grommets in the sleeve.
3. Width of banner not to exceed 26½ maximum.
4. Length of banner including sleeve not to exceed 47½" maximum.

**THE APPLICANT AGREES:**

1. To make payment at the Customer Service Centre, prior to the installation of the requested banner(s).
2. To arrange to have Banners manufactured to specification.
3. Banners will be installed on light poles at designated locations.
4. To take full responsibility for the event as advertised on the Banners and is liable for any claims resulting from said advertising.

\_\_\_\_\_  
**Signature of Applicant** Date: \_\_\_\_\_

**Reviewed By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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

Copy: Applicant/Public Works Office/Parks and Property Services