



126 N. Cloverdale Blvd.
Cloverdale, CA 95425

Phone: (707) 894-4470

Cloverdale Welcomes You Sign* **Banner Policy & Application*

It is the policy of the Cloverdale Chamber of Commerce to allow use of the Cloverdale Welcomes You sign located between U.S. 101 and Asti Rd. to promote specific Cloverdale events that meet established guidelines:

- Applicant must be The City or a non-profit group.
- An application must be filed with the Cloverdale Chamber of Commerce, and permission granted for its use.
- Banners must follow the following attached design prerequisites:
 - All banners must have **grommets** to attach to the sign. The grommets need to be spaced at the industry standard of 2' between each.
 - Banners must be 4' x 14' (if you or your banner company have any questions, please contact our office).
- Reservations will be accepted on a "first come basis", outside of the pre-reserved major community events as determined by the Chamber of Commerce.
- An application/installation and removal fee of **\$50 for members, \$100 for non- members**, is required upon application.
- Banners must be delivered to Chamber at least two days prior to date of installation.

Banner Installation: Banner(s) will be installed by Chamber Staff. Access to Sign is specifically denied to anyone other than Chamber of Commerce authorized personnel.

Banners will be permitted for a period no longer then 2 weeks prior to an event, (unless otherwise approved) and on a first come first serve basis.

Should the banner or securing thereof malfunction, it is the sole responsibility of the advertiser to notify the Chamber. The Chamber reserves the right to remove the banner should malfunction become a chronic ongoing problem.

Organization: _____

Contact: _____

Address: _____

Phone (Day & Cell): _____

Event name: _____

Event date: _____

I acknowledge that I am a representative of the above named non-profit organization. I have read and agree to the above Banner Policy & Information Sheet. I understand that this permission is granted as a community service, and privilege may be revoked if policy is not adhered to.

Signed: _____

Print name: _____

Chamber Member (check one) Yes No

Application installation and removal fee: Member Fee \$50.00 Non-Member Fee \$100.00

Approved: _____