



PUBLIC WORKS

Public Road Banner Request

Contact Name _____

Organization _____

Telephone Number _____

Email _____

Dates Requested _____

Two Week Limit (depends on availability)

Type of Event _____

All banners must adhere to the following specifications:

- 3' x 30' and have wind slots.
- Have grommets at all four corners and along the top and bottom, spaced approximately 18" x 24" apart.
- Be reinforced on all edges by a 1" piece of webbing securely sewn into place.
- Have all four corners reinforced by a triangular piece of webbing that extends at least 6" along two edges to form the triangle.
- Must be printed on both sides.

By signing below, I agree to the *Public Road Banner Policies*.

_____ Date: _____

NOTE: Request form and payment must be received at least two weeks prior to the date the banner is to be hung or the reservation will be canceled.

Submit requests to:

Public Works Department
1290 South Public Road
P.O. Box 250
Lafayette, CO 80026
303-661-1277
sarah.owsiany@lafayetteco.gov

Approved by Public Works: _____

Request fee of \$50 received by Finance: _____