



CITY OF LONG BEACH
OFFICE OF SPECIAL EVENTS AND FILMING
 211 E. OCEAN BLVD. • SUITE 410 • LONG BEACH, CA 90802
 PHONE 562.570.5333 • FAX 562.570.5335



Permit Number _____ Approved by _____

APPLICATION FOR PERMIT TO INSTALL AND MAINTAIN POLE BANNERS Pg. 1 of 2

EVENT INFORMATION _____

Name of Event: _____ Date(s) of Event: _____

Description of Event: _____

ORGANIZATION HOLDING EVENT

Name of Organization: _____ Telephone #: _____

Address: _____ City: _____

State: _____ Zip: _____ Fax: _____

Name of Contact Person: _____ Telephone #: _____

State: _____ Zip: _____ Fax #: _____

CONTRACTOR INSTALLING AND REMOVING BANNERS

Contractor Name: _____ Telephone #: _____

Address: _____ City: _____

State: _____ Zip: _____ Fax: _____

Name of Contact Person: _____ Telephone #: _____

State: _____ Zip: _____ Fax #: _____

DEPOSIT AND FEES

Deposit \$ 500.00 _____

Permit Fee \$ 50.00 _____

Total Enclosed _____

ATTACHMENTS

Please attach the following items to this application:

1. Banner Art – sketch or photograph of banner art. Please show banner dimensions.
2. Check for the amount of deposit and permit fee.
3. Evidence of Insurance.
4. A list of the sponsor names that will appear on the banners (if applicable).



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BANNER INFORMATION

Number of Banners _____ Date Banners to be installed _____ Date banners to be removed _____

BANNER LOCATIONS

Street Name	Cross Streets	Side of Street	Number of Locations (poles)
Total number of locations (poles)			

Example

Pine Street	From Broadway to 3rd	East and West	15
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I certify that the above information is true and correct. Permittee agrees to indemnify, hold harmless, save and defend the City, its boards and their officials, employees and agents from and against any and all demands, claims, causes of actions, liens, liability, loss, damage, cost, and expenses (including attorneys' fees) arising from or in any way connected with the activities described in this application for permit, and from any acts or omissions, willful misconduct, or negligence (active or passive) by or alleged by permittee, its employees, agents, or subcontractors, either as a sole or contributory cause, sustained by any person or entity (including employees or representatives of Permittee). Permittee shall be responsible for all costs incurred by City departments for use of City or City Light and Power personnel and/or equipment.

Organization Holding Event

Banner Contractor

Signature Title Date

Signature Title Date

Please return completed application and attachments to:

Manager of Special Events
 211 E. Ocean Blvd., Suite 410
 Long Beach, CA 90802
 (562) 570 – 5333