



Village of Cooperstown

22 MAIN ST. P.O. BOX 346 COOPERSTOWN, NY 13326 (607) 547-2411 • FAX (607) 547-5487

APPLICATION TO HANG A BANNER ACROSS MAIN STREET MAIN STREET BANNER POLES

1. NAME: _____

2. BUSINESS NAME: _____

3. ADDRESS: _____

4. PHONE NUMBER: _____

5. DATE(S) YOU ARE APPLYING FOR:

Date: From: (Monday) _____

To: (Monday) _____

6. BANNER GUIDELINES:

- A. Banners will be delivered to the Village Office no later than the Thursday before the date they are to be displayed; banners will be hung by the Village of Cooperstown DPW staff.
- B. Banners that transverse Main Street must be installed in such a manner that they constitute no hazard to vehicles or pedestrians.
- C. Permission to install banners that transverse Main Street shall be given in accordance with the following stipulations:
 - a. Any organization that sponsors banners must be a non-profit, charitable organization whose activities center in and whose headquarters are located in the Village of Cooperstown and/or Towns of Otsego, Middlefield, Springfield or Hartwick.
 - b. The banner shall remain in place for a maximum of fourteen (14) consecutive days. Initial approvals to hang banners will be for seven (7) consecutive days. The Village will consider an additional seven (7) days should there be no demand for the additional week.
 - c. A banner relating to a specific event and/or sponsored by a specific organization shall be installed no more than one time per calendar year.
 - d. Only Non-Profit sponsors may be listed on any banner.
- D. Any person, whether owner, agent, builder, contractor, tenant or otherwise, who violates any provision of the Village ordinance on the use or alteration of Village property shall be subject to a penalty of not less than \$200 and not to exceed \$350. In addition, any person who has not obtained the required permit shall immediately cease the activity for which such permit is required upon notification by an appropriate Village Official of the violation of this ordinance.
- E. Banner size must be 20 feet by 3 feet and have wind flaps.

7. THE FOLLOWING ITEMS MUST BE INCLUDED WITH YOUR APPLICATION:

- a. Application fee - \$100.00
- b. Certificate of Insurance naming the Village of Cooperstown as additionally insured with minimum coverage of \$2,000,000 aggregate, \$1,000,000 occurrence.

This application is not a permit and must be accompanied by the application fee. Said use will not start until issuance of a permit.

Date _____

Signature of Applicant _____

OFFICE USE ONLY

Fee: _____

Certificate of Insurance: _____

Notes or reason for denial: _____

Approved/Denied: _____

Permit Number: _____