



Banner Request Form For Calendar Year 2009 State Avenue, NE

Instructions: Request must be in writing and include a signature. You may email your form to publicworks@ci.olympia.wa.us BUT you must then mail or fax a signed copy to finalize your request.

Notification: You will receive notification regarding your request within 30 days of the City's receipt of your application.

Timeline: This request form is for the 2009 calendar year. Reservations for 2009 open on March 3, 2008.

Today's Date:	
Name of Organization:	
Contact Person:	
Phone Number:	
Email Address:	
Alternate Contact/Phone Number:	
Nature of Event/Activity:	
Purpose of Banner:	
Date(s) of Event:	
Week Requesting:	

I have reviewed the City's Banner Policy and understand the restrictions and conditions placed on the use of the banner cable.

Print Name

Title

Signature

Approve Deny

Jeannine Stewart
Public Works Gateway Services

Date