



CITY OF
FORT SASKATCHEWAN

PERMIT APPLICATION Bridge Banner

Special Event or Community Organization: _____

Event or Organization Contact Name: _____

Organization Address: _____

City/Province: _____

Postal Code: _____

Email Address: _____

Phone #: _____

Cell #: _____

Banner Dimensions: _____

Height: _____

Length: _____

Install Date: _____

Removal Date: _____

See Banner Guidelines on next page

Banners must be picked up from the second floor of City Hall at 10005 – 102 Street within two weeks of the requested removal date. After the two-week pick-up deadline, the City of Fort Saskatchewan will move the banner to storage, where the City cannot guarantee its safekeeping.

Signature of Applicant

Date

Completed applications can be submitted to:

**Culture Services
Attn: Arthur Lewandowski
City Hall
2nd Floor
10005 102 Street, Fort Saskatchewan**

Or via email: specialevents@fortsask.ca

OFFICE USE ONLY	
Approved by: _____	Date of Approval: _____
Pick Up Date: _____	Pick Up Location: _____

This personal information is being collected and used under the authority of Section 4(c) of the Protection of Privacy Act for the purpose of this Permit. If you have questions about the collection, contact the Access to Information Coordinator for the City of Fort Saskatchewan at 780-992-6200.



CITY OF
FORT SASKATCHEWAN

BRIDGE BANNER PERMIT GUIDELINES

1. A banner can be put up for local non-profit and community organizations and for special events and charity fundraisers taking place in Fort Saskatchewan.
2. The maximum size for a banner is 1.22m X 4.88m (4' x 16') and must contain the following materials:
 - a. Must contain grommets for installation on bridges.
 - b. Must be made of vinyl.
3. City of Fort Saskatchewan staff will install and remove banners.
4. Applicants are to drop off and pick up their banner from City Hall (10005 – 102 Street) on the second floor.
5. A banner, at the discretion of the City of Fort Saskatchewan, may be hung to a maximum of 12 weeks.

Definitions:

Non-Profit and Community Organizations:

Non-profit and Community Organizations are formed to promote art, culture, science, religion, community service, charity or other similar endeavors, or they may be formed solely for the purpose of promoting leisure activities for their members.

Special Event:

- An organized gathering of people in an outdoor public space for the primary purpose of supporting a community, social, leisure, cultural, recreation or sport experience, which is open to the public;
- A parade, meaning any combination of pedestrians and or/vehicles that are likely to block, obstruct, impede, hinder or otherwise interfere with pedestrian or vehicular traffic; but does not include a military parade or funeral procession;
- An outdoor sport competition, leisure, recreational or cultural activity;
- Any activity that would have a significant impact on public property and/or public safety;
- Any activity that would involve the support and/or services of two or more City of Fort Saskatchewan departments.