



CITY OF FLORENCE, SOUTH CAROLINA
REQUEST FOR BANNER PLACEMENT SERVICE

DATE: _____

Organization Name: _____ Phone # _____

Address: _____

Number of Banners to be placed: _____

If less than four, please indicate desired location placement

____ Second Loop
 @ Edisto Dr.

____ W. Evans St. @
 Franklin Dr.

____ Palmetto St.
 @ Jeffries Creek Bridge

____ Irby St.
 @ Jeffries Creek Bridge

Date(s) Banner(s) to be displayed (maximum of fourteen days)

From _____ To _____

Banner placement forms must be completed and returned to Compliance Assistance four (4) weeks prior display dates.

The banner should be brought to Public Works at 1440 McCurdy Road at least **three (3) working days before the first date of display.**

It is understood that all banners must comply with the applicable regulations of the Zoning Ordinance of the City of Florence, specifically Section 1203.10 as amended by Ordinance 84-4: Section 1203.1. The banner shall not be a traffic hazard as defined by Section 1203.1 of the Zoning Ordinance of the City of Florence. **Only signs for civic organizations, charitable organizations, community programs, churches, governmental programs, of eleemosynary organizations are permitted. A facsimile of the verbiage to be placed on the banners must accompany the banner request. The event advertised must be a special public function and must be for a specified duration as stated below:**

Event and Purpose

Time Period Dates: _____

The cost is thirty dollars (\$30.00) for each banner per week

NOTE: Banner(s) must be picked up within 30 days after display, if not, banners will be discarded.

HOLD HARMLESS AND INDEMNIFICATION

In consideration for the placement of the above referenced banners _____
_____(Organization) agrees to indemnify, defend and hold harmless the
City, its officers, agents and employees from and against any and all claims, demands,
actions, causes of action, losses, damages, of expense (including court costs and
attorneys' fees) that may be asserted against the City, of any of its officers, agents of
employees arising out of bodily injury (including death resulting therefrom) sustained by
any person or persons or on account of damages to property arising out of or occasioned
by the rendition of service referenced above whether on, off, or about the location or
placement of the banner and the _____(organization) will
defend on behalf of the City any suits brought jointly against the City and
_____(organization), of against the city alone of any or all of the
aforesaid causes. Should the _____(organization) in
judgement of the City, ignore or fail to properly handle any such claims or suites in that
event the _____(organization) will reimburse the City
of attorneys' fees and other expenses incurred by the City in handling or defending any
such claim or suit including any amount paid by the City in settlement thereof or in
satisfaction of any judgement rendered in any suit. The _____
(organization) agrees to maintain and keep in full force during the duration of the banner
placement and to make available for inspection to the City upon request sufficient
liability insurance.

IN WITNESS WHEREOF, The undersigned have executed the above freely this _____
day of _____.

Witnesses as to the organization:

Signature

Title

Organization

In consideration for placement of the banners above, the _____
_____ (organization) does hereby release and forever discharge the City of
Florence, its employees, agents, officials and/or representatives from any and all rights,
claims and damages including but not limited to personal injury, mental injury, and
property damage arising out of the above referenced banner placement. I fully
understand the terms and conditions of the above and this is signed freely, voluntarily,
and not under duress. I have read the above or it has been read to me completely in its
entirety.

WITNESS my hand this _____ day of _____.

Witness:

Signature

Title

This request for banner placement is hereby approved.

Date

Josh Whittington, Superintendent
Compliance Assistance

**Please make your check payable to “City of Florence” and return with
this request to:**

Josh Whittington, Compliance Assistance Superintendent
Department of Public Works & Utilities
324 W. Evans St.
Florence, SC 29501-3430

BANNER REQUIREMENTS

Effective for three calendar years – July 11, 2014 to July 11, 2017 - Existing banner applicants with existing banners may continue to use them as long as logos are removed or covered up. Effective July 12, 2017 and beyond, all banners considered for display must meet ALL of the following requirements:

1. **No logos are allowed on banners.**
2. **Banners must have a white background with black or blue lettering.**
3. Maximum size - Thirty (30) feet in length by thirty (30) inches in height.
4. Eyelets every twenty-four (24) inches along top & bottom rope.
5. The banner must have wind flues in order to be hung.
6. Banners must be picked up within 30 days after they have been taken down from placement location.

PLEASE SHOW EXACT WORDING ON THE ABOVE BANNER DISPLAY BOX. THIS FORM MUST BE RETURNED WITH BANNER APPLICATION. BANNER WILL NOT BE HUNG IF THIS FORM IS NOT SENT BACK.