

CITY OF SEDRO-WOOLLEY

Sedro-Woolley Municipal Building
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-1661
Fax (360) 855-0707

**CITY OF SEDRO-WOOLLEY BANNER
RULES FOR USE AGREEMENT**

Allowable Uses

The following messages are permitted for display:

1. Promotions for entertainment, recreational, educational, festival, sporting, or other events located in the City or in East Skagit County and sponsored by local, non-profit or similar community organizations;
2. Events sponsored by the City;
3. Events sponsored by other local governments likely to bring tourists into Sedro-Woolley;
4. Athletic or other special community events that are commercially sponsored and occurring within the City, when proceeds are used for specific community service projects or donated to a non-profit;
5. Welcoming or other messages, such as those for class reunions, conventions and conferences, athletic tournament participation, local winner of a major event, etc., for events occurring with the City;
6. Locational voting information or reminders to vote that do not endorse or oppose a specific candidate or ballot measure;
7. Entertainment, sporting, recreational, educational or fundraising events sponsored or promoted by other nearby government agencies;
8. Welcoming home members of the United States Armed Forces from Sedro-Woolley.

The same banner may not be installed more than twice in any calendar year unless the applicant has a sponsorship agreement with the City. Only one banner will be displayed at a time.

Physical Requirements

Banner dimensions must be as follows:

- No more than 30 feet wide and 30 inches tall
- Grommets must be placed every 2 feet and at all 4 corners
- Wind slits must be 4 inches in diameter and placed every 3 feet
- Banner must consist of commercial-quality material with reinforced edges to secure grommets. Plastic may be allowed but should be heavy duty and nylon reinforced; plastic is hung at the owner's risk
- Applicant must supply and install the correct clips on all grommets

Uses That Are Not Allowed

A proposed message that is not listed below as prohibited is prohibited if it does not fit the criteria of allowed signs above. The following are examples of messages that are not permitted for display:

1. Personal messages for family members;
2. Promotion for sales of goods and/or services;
3. Banners of religious organizations promoting an event that is not otherwise in an allowed category;
4. Banners of political parties or political groups promoting an event that is not otherwise in an allowed category;
5. Advertisements of clubs or organizations for an event in the City that is primarily for local membership participation but not open to the public; or
6. Non-governmental messages not promoting an event including, but not limited to, philosophical, political, and religious messages.

Although, Finance Department staff may approve any application that clearly meets the criteria of this policy, the City Supervisor or Designee will make the initial determination that a banner is not allowed.

Payment

Before any banner is installed, full payment and a completed, signed application must be received by the City. The fee is \$100.00 per installation.

_____ **TOTAL FEE**

_____ **RECEIPT NO.**

Name: _____

Address: _____

Phone Number: _____

Event: _____

Date(s) Requested: _____

Event Location: _____

Additional Requirements:

Proof of non-profit status;

Sketch of the proposed sign; and

An event description showing benefit to the community.