



# *Town of Mansfield*

6 Park Row, Mansfield, Massachusetts 02048

## *Select Board and Board of Light Commissioners*

### **BANNER APPLICATION AND WAIVER OF LIABILITY**

Adopted August 17, 2022

The undersigned, a tax-exempt non-profit organization, hereby requests the approval of the Select Board to have Mansfield Municipal Electric Department (MMED) to hang an advertising banner ("Banner") across Rt. 106 in Mansfield, Massachusetts. In consideration thereof, the undersigned hereby acknowledges and agrees that MMED shall have the sole discretion to hang the Banner considering, among other things, the number and timing of other banner applications, the quality of construction of the Banner and such other rules, policies specifications and restrictions as the Select Board and Board of Light Commissioners MMED may have in place, adopt or revise from time to time.

By making its application to the Select Board, the undersigned agrees, with respect to the MMED, Town of Mansfield and their respective officials, employees and agents: i) to indemnify and hold harmless from any and all cost and claims of any nature (including, without limitation, personal injuries or property damage) arriving out of or related to, the erection and/or display of the Banner. The undersigned also waives any and all claims that it may now or in the future have arising out of, or related to, the erection and/or display of the Banner.

**Organization Name:** \_\_\_\_\_ **501(c)(3) Y/N**  
**Address:** \_\_\_\_\_  
**Contact Phone Number:** \_\_\_\_\_  
**Representative (Print/Name)** \_\_\_\_\_  
**Date Form Submitted:** \_\_\_\_\_  
**Requested Display Dates:** \_\_\_\_\_  
**Date Banner will be Pick-up (after display period ends):** \_\_\_\_\_

#### **MINIMUM SPECIFICATIONS FOR STREET BANNERS**

1. Recommended and typical size for a street banner is 4' high x 16' wide; double sided. (Minimum height is 3' high, maximum width is 20' wide.) *A photo or drawing with dimensions of banner must be attached to request for approval.*
2. Banners to be constructed of heavy-duty vinyl (16 or 18 oz), width reinforced corners and nylon webbing sewn into hem on all four sides.
3. Grommets are to be installed through the hem and webbing in all four corners and every 2 feet on the top and bottom. (D-rings are optional)
4. Wind holes are required. If a banner does not have the appropriate "wind holes" the banner will not be installed.

#### **FOR OFFICE USE ONLY**

Date Application Received by Town Managers Office: \_\_\_\_\_  
Date approved by Select Board: \_\_\_\_\_  
Date banner received at MMED: \_\_\_\_\_  
Date banner picked up from MMED: \_\_\_\_\_  
Name of person who picked up banner: \_\_\_\_\_