BELLINGEN SHIRE COUNCIL

Banner Pole Hire Application Form

Banner pole flags are an effective means of creating a strong visual presence and will allow event organisers to promote events and campaigns to locals and visitors travelling through the Shire.

BANNER POLE LOCATIONS

Please choose from the following locations

O **Bellingen** – 10 poles along Waterfall Way eastern entrance.

O **Urunga** – 5 poles outside the Visitor Information Centre on Giinagay Way.

O **Dorrigo** – 4 poles on eastern and 4 on western entrances along Waterfall Way.

PART A: Applicant Details

Contact name	
Organisation	
Contact phone number	
Contact email address	

PART B: Event Details

Event name	
Event Date	
Event Location	
Brief description of event	

PART C: Installation Dates

Installation date: DD/MM/YY	
Removal date: DD/MM/YY	

Please note that we attempt to install flags as close to the requested date as possible, however sometimes dates may vary.

PART D: Fees and Charges

Please refer to Council's website for current fees and charges relating to Banner Pole Flags.

PART E: Insurance

All banner pole users must have Public Liability Insurance of at least $10m and include Bellingen Shire Council as an interested party.

Public Liability Insurance Policy Number	

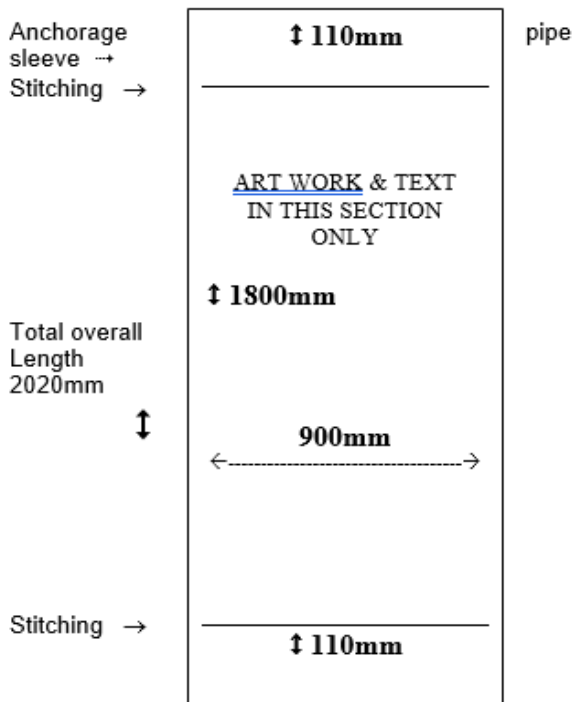O Please attach a copy of your Certificate of Currency to this application.

PART F: Banner Flag Design

Dimensions 2020mm high x 900mm wide. This includes the top anchorage sleeve and bottom stitching. The top anchorage sleeve pipe is 110mm and exists so that the flag can slide over the pole that is anchored to the main pole. The bottom stitched area is also 110mm.

Please refer to the full Banner Specifications (below) & outlined in the Banner Pole Hire Guidelines before ordering your banners.

Banner specifications

BANNER DIMENSIONS

PART G: Signature of Applicant (s)

Signature of applicant: …………………………............... **Date:** …………………………......