



City of Manitou Springs

Request to Hang Banner Application

APPLICATION AND FEE REQUIRED AT LEAST 30 DAYS PRIOR TO REQUESTED HANG DATE

Banner over CDOT Right-of-Way: \$220

- Banner should be approximately two to three feet high and can be up to sixty feet long
- Advertising/sponsor logos are not permitted per CDOT regulations. (You may display your organization logo but your banner cannot include those of your sponsors.)
- Please drop your banner off at least 24 hours in advance of your hang date at the Manitou Springs Chamber of Commerce, 354 Manitou Ave
- Contact the Manitou Springs Chamber of Commerce at (719) 685-5089 to arrange banner pickup within three business days following the event

Banners on Light Poles- \$75 per light pole

- Banner should be a maximum of four feet high and can be up to two feet wide.
- Please drop your banners off to the City Event Coordinator's office at 606 Manitou Ave at least 48 hours in advance of your hang date.
- Contact the City Event Coordinator at (719) 492-2353 to arrange for banner pickup within three business days following the event.

Type of Banner Requested: _____ Submission Date: _____

Name of Applicant: _____ Organization: _____

Mailing Address: _____

Telephone: _____ Email: _____

Name of Event: _____ Date(s) of Event: _____

Date(s) you would like your banner(s) displayed: From: _____ To: _____

Please submit this completed form and payment to Meghan Weiss at mweiss@comsgov.com and make your check payable to the City of Manitou Springs. We also accept debit, credit and cash.