



Events Banner Policy for Town of Blythewood

Banners may be hung at the following locations:

Location #1: In front of Town Hall, 171 Langford Road

This location will accommodate the following size banner:
4' tall x 8' wide landscape design two-sided banner with eight grommets, 4 equally spaced on the top and bottom.

Location #2: Various locations around Blythewood, including the intersection of Blythewood Rd. and Hwy #21, and exit ramps from #I-77.

Locations for #2 will accommodate the following size banner:
6' tall x 4' wide portrait design, one sided banner with grommets in all four corners and 1 in center of 6' sides

Applies to all banners:

- Banners must advertise events and must include a contact telephone number or email address for the event.
- The attached form must be completed prior to consideration. They will be checked for approval in the order received.
- All banners must meet the above size specifications.
- Banners will hang for 1 week, with possible extension depending on demand.
- Banners must be picked up at Town Hall within one week from display date or they will be discarded.



Request for Events Banners to be displayed

Date of Request: _____

Event Name: _____

Date of Event: _____

Sponsor Name: _____

Contact Name: _____

Email: _____

Telephone: _____

Desired dates for banner to be displayed (dependent on availability):

Start Date: _____ **End Date:** _____

Banners will display for 1 week, with possible extension depending on demand.

Desired location (dependent on availability): Please check below:

- 171 Langford Road, 8'x4' (Landscape), two sided only
- Hwy. #21 and Blythewood Road, 4'x6' (Portrait), one sided only
- I-77 exit ramps, 4'x6' (Portrait), one sided only

Requests are taken on a first come, first serve basis. We suggest that you send your request at least one month in advance. You will be notified of acceptance within one week of receipt of your request.

Please check to indicate you have read and agree to the “**Events Banner Policy for Town of Blythewood**” on page one of this document, and also available on The Town website