

TEMPORARY BANNER APPLICATION

Date : _____

Fee: \$ _____

Board of Selectmen
One Liberty Lane
Norfolk, MA 02056

Dear Board Members:

_____ hereby applies for a banner announcing _____
(Organization) (event)

Period of display from _____ to _____
(date) (date)

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1. A \$15.00 fee* must be paid at the time of application. The installation and removal of said banner will be done by the Norfolk Fire Department. Other qualified installers may be approved by the Board of Selectmen.
2. Banners shall not exceed 20 feet by 3 feet.
3. Banners may be installed no earlier than 14 days prior to the event, and must be removed within 2 days of the conclusion of the event.
4. The organization, as applicant, shall have a continuing bond in the penal sum of \$500,000, executed by the applicant with a surety company, to be approved by the Town of Norfolk, which shall indemnify and save harmless the Town of Norfolk from any and all damages, judgements, costs or expenses which the Town may incur or suffer by reason of the granting of the permit. A liability insurance policy issued by an insurance company authorized to do business in the Commonwealth of Massachusetts which conforms to the provisions of this section may be permitted in lieu of a bond. The Board of Selectmen may, at their discretion, waive the requirement for a surety bond, or liability insurance.

The Town of Norfolk requires all applicants/organizations to sign the attached indemnification form.

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Organization Authorized Signature

Approved By Board of Selectmen:

Address

Phone Number

Date: _____

* Check of \$15.00 should be made payable to the Town of Norfolk.