

DISPLAYING A BANNER



ON THE STUART HWY BANNER SITE APPLICATION

Name of Applicant:

Postal Address:

Telephone:

Mobile:

Facsimile:

Name of Organisation:

Email:

Please attach your public liability insurance certificate with your application.

Details of banner: Sketch (or provide a copy) banner plan and contents (include all text, colours, graphics & logos) – background and contrasts as well.

1 SITE:

Banner Length: (Max 4m) Height: (Max 1m)

2 SITES:

Banner Length: (Max 8m) Height: (Max 1m)

Dates Banner to be displayed: / / to / /

Position Preferred: (choose two for banners wider than 4m or taller than 1m)

☐ Top LHS – 4m x 1m

☐ Top RHS – 4m x 1m

☐ Bottom LHS – 4m x 1

☐ Bottom RHS – 4m x 1m

I/we are a not-for-profit organisation providing a community event, or a community group for not-for-profit events

I/we have read the guidelines and conditions and agree to abide by them.

I/we here with indemnify Council against any liability, loss or damage resulting from the placement of the above banner on the Stuart Highway banner site.

Applicant signature:

Date of application: / /

GUIDELINES FOR DISPLAYING BANNERS AT PALMERSTON STUART HWY BANNER SITE

The banner site is located on the Stuart Highway outbound approximately 800 metres from the Free Spirit Resort, south of Marjorie Street on the Stuart Highway. The site will only be hired to not-for-profit organisations providing a community event, community groups or for not-for-profit events.

Booking enquiries can be taken over the phone on 8935 9922 or in person at City of Palmerston (CoP), corner of University Ave and Chung Wah Tce or via email to palmerston@palmerston.nt.gov.au. An application form to Display a Banner on the Stuart Highway banner site must be completed by the applicant and approved by CoP.

GENERAL

- Four (4) Spaces are available at the site.
- No Political advertising material.
- Time of display for any banner is a maximum of two weeks.
- Maximum banner size per space is 4m x 1m - 2 sites equate to 8m x 1m.
- Hirer is responsible for placing and removal of banners (a four-metre ladder required) within specified timeframe.
- No steel fastening devices or padlocks are to be used on the structure site.
- CoP needs to sight the banner plan and contents before approval is issued (see application form).
- Sponsor advertising (including the name or logo) must not exceed 25% of the total area of the banner.
- Minimum letter and number sizes shall be 200mm with preference to 300mm and above.
- All banners must have organisation name on front of banner and relevant contact information.
- Applicants must have public liability insurance, and the policy details attached to the application form.

CONFIRMATION OF BOOKING

Correspondence will be sent confirming all details and advising that Council has approved the application. Any banners displayed at the site without prior approval of Council will be removed at your expense. If a banner remains on the site after the expiry date, the hirer will be liable for banner removal costs incurred by Council.

PLEASE RETURN COMPLETED FORM TO CITY OF PALMERSTON

Phone: (08) 8935 9922

Email: palmerston@palmerston.nt.gov.au

In Person: Civic Plaza, 1 Chung Wah Terrace, Palmerston NT 0830

Postal: PO Box 1, Palmerston NT 0831