

**APPLICATION FOR BANNER INSTALLATION**

Applicant / Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Purpose of Banners: \_\_\_\_\_ Annual? \_\_\_\_\_

(Please contact the MDA if you want your banners installed in a specific pattern.)

Zone Requested (circle one)      1      2      3      4      5

Month Requested: \_\_\_\_\_ Important Dates: \_\_\_\_\_

\*Please note: banner installation is contingent on the schedules of MDA facilities staff. It is reasonable to expect banners installed within a 5-day period surrounding the target installation date.

Number of Banners: \_\_\_\_\_

Total Cost: \_\_\_\_\_

\$100 Non-refundable deposit: \_\_\_\_\_  
(due with this form)

Balance Due at Installation: \_\_\_\_\_

All banner designs must be approved by the Missoula Downtown Association Executive Committee and the City of Missoula prior to application approval. Approved banners must be dropped off at the Missoula Downtown Association office, 218 E Main, Suite C, no less than three days prior to the scheduled date of installation. The City of Missoula and/or the MDA will not be responsible for lost, stolen, or damaged banners and reserve the right to refuse any banner deemed unfit for installation.

The installation fee shall be due when banners are dropped off.

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I have read and understand the Missoula Downtown Association Banner Policy. Further, I understand that permission is granted for the purpose of allowing private banners to be placed on public poles and that all responsibility for public liability, injury to persons, and/or damage to property is borne by the applicant and not the Missoula Downtown Association and/or the City of Missoula. The MDA's encroachment permit is revocable by the City of Missoula at any time and with no notice to the applicant.

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Date

Missoula Downtown Association  
218 East Main, Suite C  
Missoula, MT 59802  
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Fax: 543-9831  
[info@missouladowntown.com](mailto:info@missouladowntown.com)