

Sign and Roadside Banner Policy

If you would like to hang a banner on the church property to advertise a church-sponsored and approved event, please fill out and return this form so the office staff can review the request, approve the design and order the banner. Any costs associated with the banner will be taken from the budget for the approved activity. Hanging and removing the banner will be the responsibility of the contact person/chairperson. All banners must be removed within 3 days following the event. There will be no more than two banners near the road at one time.

Name of Activity: _____

Contact Person: _____ Phone: _____

Email: _____

Start Date: _____ End Date: _____

Exact wording for sign: _____

Church Administrator Approval: Yes or No

Date Approved: _____ Date to Hang: _____

Date to Remove: _____

Church Administrator Signature: _____

Approved 1/2016