	<p>APPLICATION TO PLACE A BANNER (ON KING STREET EAST -ACROSS ROADWAY)</p>
Organization:	
Name of Applicant:	
Address:	
Telephone Number:	
E-mail Address:	
Event Date:	Preferred Installation Date and Number of Banners:
Describe the Promotion/Event:	

Eligibility Criteria:

- A) Only registered Charities will be considered for non-payment of the registration fee;
- B) Registered Charities must supply confirmation of their charity status from the Canada Revenue Agency; and a declaration stating that all profits raised from the event will be forwarded to a charity/s and provide a list of recipients along with the application form. The form must be completed and submitted to the Town prior to March 31st of the year of the event for inclusion in that year's budget.

I/We the applicants, understand that the Town of Gananoque as the manager of the banner program, may at its sole discretion, refuse to install banner(s), at any location, at any time where there is a conflict with the service and/or street level business, conflicting dates with another event or refusal to comply with requirements or rejection on any grounds deemed applicable. Banner fees apply and must be paid to the Town prior to approval of the application.

I/We the applicants, acknowledge that the Town of Gananoque is not responsible for the disappearance of, or damage to, banners from any cause including, but not limited to, wind, weather, theft, vandalism, fire or acts of God.

Signature of Applicant

Date:

Submit to: Public Works Department with fee

Email: pwinfo@gananoque.ca

Permit # BN- _____
Approved By: _____
Date: _____ Fee Paid: \$ _____

CORPORATION OF THE TOWN OF GANANOQUE

BYLAW NO. 2016-052

BEING A BY-LAW TO ADOPT A POLICY
FOR CHARITY RELIEF FOR BANNER HANGING.

WHEREAS by Section 5 of the Municipal Act, 2001, S.O. 2001, c. 25, the powers of a municipal corporation are to be exercised by its Council;

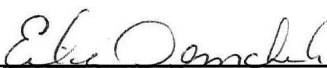
AND WHEREAS Subsection 2 of Section 11 of the Municipal Act, 2001, S.O. 2001, c. 25, the powers of every Council are to be exercised by Bylaw; and

AND WHEREAS the Municipal Act, S.O. 2011, c. 25, section 8 (1) provides in part that the powers of a municipality under the Municipal Act shall be interpreted to enable the municipality to govern its affairs as it considers appropriate.

NOW THEREFORE the Council of the Corporation of the Town of Gananoque hereby enact as follows;

1. That the Charity Relief for Banner Hanging Policy attached hereto as Schedule 'A' and forming part of this by-law.
2. That By-law 2013-037 is hereby repealed.
3. That this by-law come into force and effect on the date of passing.

READ A FIRST AND SECOND TIME this 3rd day of May, 2016.



Mayor, Erika Demchuk



Clerk, Kelly Shipclark

READ A THIRD TIME, and finally passed this 7th day of June, 2016.



Mayor, Erika Demchuk



Clerk, Kelly Shipclark



THE CORPORATION OF THE TOWN OF GANANOQUE

POLICY

POLICY NO.	2016-02	APPROVAL DATE:	June 7, 2016
	Chief Administrative Officer	EFFECTIVE DATE:	June 7, 2016
SUBJECT	BANNER POLICY- ENTRANCE GATES/ DOWNTOWN CORE		

Policy Objective

The purpose of the Banner Policy is to provide potential clients with the general guidelines, and rules for posting banners at the entrance gates to the Town of Gananoque, and in the downtown core.

General Guidelines & Rules

- Applicants may be non-profit organizations, charities, community-oriented organizations, festivals, tourism related activities and others at the discretion of the Town
- A drawing of the proposed banner including size, colour and material is required with application
- Event banners are to be requested through the Public Works and Recreation Department

- **Banner Requirements:** unless otherwise approved by the Public Works Department:
 - Size: Banner Poles (downtown core)- maximum 3' x 30', Grommets - top and bottom each side

- **Timing:**
 - Banners are required to be dropped off with Town staff one week prior to installation
 - Each event is permitted to advertise their event 14 days prior to the event, as per the by-law.
 - Banners are to be removed immediately following an event
 - Banners on gates are to be one-sided; banners on light poles to be two-sided

- **Applicant:**
 - Event holders would be responsible for their own costs of the banners
 - It is the event holder's responsibility to pick up the banners immediately after event; the Town is not responsible for storing any banners.
 - **REQUIREMENT OF APPLICANT:** Review and complete application
 Banners to be dropped off at Town Hall
 ¼" gauge rope - 30' (Banner Poles only)
 \$The Application fee is set out in the Towns Fees and Rates By-law as amended.

- **Town:**
 - Public Works and Recreational staff will be required to remove and replace banners
 - If banners are deteriorated or if a dangerous condition presents itself, the Town may remove the banners accordingly.