BANNER AND TEMPORARY SIGNAGE APPLICATION

Community Development Department
Plaza Use Division
455 Mountain Village Blvd.
Mountain Village, CO 81435
(970) 369-8236

TEMPORARY EVENT SIGNAGE AND BANNERS

Location and design of all temporary event banners and signage must be approved prior to installation. Before having banners fabricated, please contact the Plaza Services Department for specs, size and placement approval; final design must be approved. Additional time may be needed if staff requires the banner or signage to be redesigned or resized. Please plan ahead with adequate time for the approval process.

PLEASE NOTE: If displaying temporary signage on private property, applicant must have owner's permission.

Temporary signage in the form of sandwich boards shall not be larger than twelve (12) square feet and constructed of a high quality material that is able to endure the high mountain, alpine climate of the town.

Listed below are the two primary areas that banners are displayed in Mountain Village. Alternate locations will be considered if the design and location are appropriate; please contact us to discuss.

HERITAGE PLAZA
Banner size & specs: Banners shall be no longer than 25 feet in length and must be exactly 3 feet in height.
Banner fabrication: All banners made for this location must be made of mesh or have wind flaps, and have reinforced corners and edges with reinforced grommets placed at 1.5 to 2 feet intervals around the perimeter of the banner. Banners may be double sided in this location.
Installation: Please call Plaza Services at (970)729-3458 at least one day in advance of the date you are requesting the banner to be installed to schedule drop off and pick up.

VILLAGE BYPASS BRIDGE (hanging above Mountain Village Boulevard)
Banner size & specs: Banners shall be no longer than 20 feet in length and must be exactly 3 feet in height. There is no need for banners to be double-sided at this location.
Banner fabrication: All banners made for this location must have reinforced corners and edges with reinforced grommets placed at 1.5 to 2 feet intervals around the perimeter of the banner.
Installation: Please call Plaza Services at (970) 729-3458 at least one day in advance of the date you are requesting the banner to be installed to schedule drop off and pick up.

Temporary Signage and Event Fee:

☐ **$50** [can be paid online at townofmountainvillage.com/special-events or by check to Town of Mountain Village]

Banner description:
[please include color, size and material] REQUIRED: A photo rendering of proposed banner must be given with application.

Banner location(s): ☐ **Heritage Plaza** ☐ **Village Bypass Bridge**

Date of installation: **Date of removal:**

Are you planning to use other temporary signage for your event?
[please select one] ☐ Yes/No ☐

If yes, describe signage and proposed locations. REQUIRED: A photo rendering of proposed signage must be given with application.