



**CITY OF YUCAIPA  
APPLICATION FOR BANNER DISPLAY  
IN THE PUBLIC RIGHTS-OF-WAY**

*(Only banners for City of Yucaipa co-sponsored programs are eligible for this program)*

**Submit to:**

City of Yucaipa  
General Services/City Clerk Department  
34272 Yucaipa Blvd.  
Yucaipa, CA 92399  
Attn: Jennifer Shankland

**Date Application submitted:** \_\_\_\_\_

**Section 1 – Applicant Information**

Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street Address

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Number: \_\_\_\_\_

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

**Section 2 – Organization Information**

Organization Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street Address

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Name: \_\_\_\_\_  
(if different from applicant)

Phone Number: \_\_\_\_\_ Alternate Number: \_\_\_\_\_

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

Date the City Council approved Co-Sponsorship of Banner Program: \_\_\_\_\_

**Section 3 - Banner Display, Design and Installation**

**Guidelines:**

- A. Banners shall be secured by means of stainless steel straps.
- B. No holes shall be punched, drilled, or burned in any Poles.
- C. All attachments shall be mounted so as to provide adequate clearance from traffic and pedestrians, and shall be secured to Poles to avoid dislodging.

**Section 3 - Banner Display, Design and Installation (continued)**

- D. No more than two banners shall be installed on any single Pole and the total surface area of both banners shall not exceed 36 square feet at any one time.
- E. Banners for use on Poles in high wind areas (90 mph) must be mounted with break-away banner supports and banners must have adequate vents.
- F. No banner shall be suspended between Poles or between Poles and any structure.
- G. In no event shall a banner be hung or displayed for a period of time exceeding two years for any one banner.
- H. The banner design, material and fastening mechanisms shall be subject to the approval of the City Manager or his designee prior to installation.
- I. Banners shall not display corporate trademarks, logos or other corporate identifiers.
- J. Encroachment Permits, insurance and inspections are required prior to the installation and removal of banners.
- K. Banners hung within the public right-of-way shall utilize materials of sufficient quality and strength as are necessary to ensure that they will remain in place during the approved display period, will not pose a risk to the public, and will remain in an aesthetically pleasing condition throughout the display period.

**Section 3A - Proposed Banner Display**

1. Time of Banner Display:
 

_____	_____
Date of Installation	Date of Removal
2. Number of Banners/Separate Displays: \_\_\_\_\_
3. Proposed Location of the Banner Display: (Please select multiple choices <sup>2</sup>)
 

<input type="checkbox"/> Avenue E & 5th Street <sup>1</sup>	<input type="checkbox"/> Yucaipa Boulevard & 3rd Street
<input type="checkbox"/> Avenue E & California Street	<input type="checkbox"/> Yucaipa Boulevard & 4th Street
<input type="checkbox"/> County Line Road & 3rd Street <sup>1</sup>	<input type="checkbox"/> Yucaipa Boulevard & 5th Street
<input type="checkbox"/> County Line Road & 5th Street	<input type="checkbox"/> Yucaipa Boulevard & 6th Street
<input type="checkbox"/> Fir Avenue & Bryant Street	<input type="checkbox"/> Yucaipa Boulevard & 7th Street
<input type="checkbox"/> Oak Glen Road & 5th Street	<input type="checkbox"/> Yucaipa Boulevard & 10th Street
<input type="checkbox"/> Oak Glen Road & Avenue E	<input type="checkbox"/> Yucaipa Boulevard & 12th Street
<input type="checkbox"/> Oak Glen Road & Bryant Street	<input type="checkbox"/> Yucaipa Boulevard & 13th Street
<input type="checkbox"/> Oak Glen Road & Chapman Heights Road	<input type="checkbox"/> Yucaipa Boulevard & 14th Street
<input type="checkbox"/> Oak Glen Road & Stonewood	<input type="checkbox"/> Yucaipa Boulevard & 17th Street <sup>1</sup>
<input type="checkbox"/> Oak Glen Road & Sunnyside Drive	<input type="checkbox"/> Yucaipa Boulevard & 18th Street <sup>1</sup>
<input type="checkbox"/> Sand Canyon Road & Campus Drive	<input type="checkbox"/> Yucaipa Boulevard & Bryant Street
<input type="checkbox"/> Sand Canyon Road & Campus Drive North	<input type="checkbox"/> Yucaipa Boulevard & Oak Glen Road
<input type="checkbox"/> Sand Canyon Road & Chapman Heights Road	<input type="checkbox"/> Yucaipa Boulevard & Yucaipa Valley Center
<input type="checkbox"/> Wildwood Canyon Road & 5th Street	

<sup>1</sup> Future traffic signal      <sup>2</sup> Location approval based on availability of display space

**Section 3B - Proposed Banner Design**

Include a mock-up of a sample banner as an attachment to this application.

Sign Company: \_\_\_\_\_

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

Street Address

\_\_\_\_\_  
City State Zip

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Number: \_\_\_\_\_

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

Business License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**Section 3C – Proposed Banner Installation**

Banners shall be hung by sign company, City Staff, or by a City-approved contractor. \*A fee shall be paid by the applicant to cover the City’s costs, if any, in putting up and taking down the proposed banner(s). Encroachment Permits, insurance and inspections may be required prior to the installation and removal of banner.

\* Reference estimated City fees below

Banner to be installed by: (Check Appropriate Box)

Sign Company                       City Staff                       City-Approved Contractor

Contractor Information:

Contractor Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Number: \_\_\_\_\_

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

Business License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Encroachment Permit Required:     Yes                       No

Estimated City Fees: (based on a 2-hour minimum)	2-Hour Minimum	Each Additional Hour
City Traffic Control (includes City Staff and City Truck):	\$50.00	\$25.00
Scissor Lift/Labor (contract):	\$180.00	\$80.00

**Section 4 – Insurance**

The applicant for a Banner Display shall provide and maintain comprehensive general liability insurance for any injury or property damage arising out of the banner, or any portion thereof, failing to remain attached to the Pole(s) during the approved display period. The applicant shall provide the following:

- A. Minimum Scope of Insurance.** Applicant shall provide insurance in scope, amounts and coverage as required by City, including, but not limited to, the following:
  - (1) Insurance Services Office Commercial General Liability coverage (Occurrence Form CG 0001).
  - (2) Insurance Services Office Form Number CA 0001 (Ed. 1/87) covering Automobile Liability, Code 1.
- B. Minimum Limits of Insurance. Applicant shall maintain limits no less than:**
  - (1) General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limits shall be twice the required occurrence limit. (\$2,000,000).
  - (2) Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
- C. Other Insurance Provisions.** The general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:  
  
General liability coverage shall be provided in the form of an endorsement to Applicant’s insurance, or as a separate owner’s policy. The coverage shall contain no special limitations on the scope of protection afforded to City, its officers, officials, employees, agents or volunteers.
- D. Acceptability of Insurers.** Insurance shall be placed with insurers with a current A.M. Best’s rating of no less than A: VII, unless otherwise acceptable to the City.

**Section 5 - Indemnification**

I, the undersigned, agree to defend, indemnify and hold harmless the City of Yucaipa, its officers, employees and contractors, for any injury or property damage arising out of the applicant’s negligence in construction and/or installing the banner or banners.

Signature	Title	Date

**To Be Completed by City**

Date Approved: _____	Approved By: _____
Fee Paid:           \$ _____	