



## BANNER & SIGN APPROVAL FORM

NAME OF ORGANIZATION: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

CITY/STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

### EVENT INFORMATION

DATE OF EVENT: \_\_\_\_\_

DATE REQUESTED BANNER/SIGN TO GO UP: \_\_\_\_\_ LOCATION(S): \_\_\_\_\_

DATE BANNER/SIGN WILL BE TAKEN DOWN: \_\_\_\_\_

NAME & BRIEF DESCRIPTION OF EVENT: \_\_\_\_\_

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### GUIDELINES

- **Banners/signs may be posted up to 7 days prior to your event.**
- **They must be removed within 24 hours of your event ending.**
- **Banners/signs cannot block the view of traffic from intersections.**
- **They cannot be larger than 32 sq. feet.**
- **You will be contacted regarding the status of your request.**
- **This approval is for the following intersections on city property:**
  - *North Underpass:* corner of Jackson Park Rd. and Main St. – more toward the corner of Jackson Park & North East Ave.
  - *South Underpass:* corner of Earnhardt Rd and Main St.
  - *Village Park corner:* West C St. and Loop Rd.
  - *Mooreville Road:* Intersection of Mooreville Road and Kannapolis Parkway
  - *Gateway Sign on Dale Earnhardt Blvd:* Intersection of Coldwater Ridge & Dale Earnhardt Blvd; Near Lowes Home Improvement
- **Any other location must have property owner approval**

I understand and agree to abide by the guidelines set above. Signature: \_\_\_\_\_

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To be completed by the Parks and Recreation Department

Date Approved/Denied: \_\_\_\_\_

Reason for Denial: \_\_\_\_\_

Authorized By: \_\_\_\_\_

### CITY OF KANNAPOLIS

Mailing Address: 401 Laureate Way, Kannapolis, NC 28081  
Village Park: 700 West C Street, Kannapolis, NC 28081

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