

**CITY OF OMAHA
PUBLIC WORKS DEPARTMENT
BANNER PLACEMENT PERMIT**

Name:	
Address:	
City, State:	Zip Code:
Phone:	Fax:
Location of Event:	
Date of Event:	
Location of Banner Placement:	
Time of Banner Placement:	
Banner Placement For:	

**CITY OF OMAHA
PEDESTRIAN OVER-PASS
BANNER POLICY**

The display of any type banner or signage on pedestrian overpasses in the City of Omaha is generally prohibited. However, banners may from time to time be approved for event promotion based on the process and criteria outlined below.

1. Approval is based on use for a public event occurring in the immediate vicinity of the banner location that is not for profit and provides benefit for the community at large without exclusion. Personal activities or advertisements for non-public events are prohibited. The City of Omaha reserves the right to deny the display of the banner based on appearance, construction, content of message or the appropriate and reasonable nature of the request.
2. The event sponsor shall provide a written request to the Mayor's Office for banner placement including assumption of responsibility for all damage or injury occurring as result of the banner placement, use or removal. Sponsor shall agree to hold the City of Omaha harmless in case of such incident.
3. Sponsor must provide a certificate of liability insurance in the amount of \$1 million dollars per person and \$5 million dollars per incident at the time of the permit application with the City of Omaha named as additional insured.
4. The banner shall be of a type approved by the City and shall not be greater than three feet six inches in height and twenty-five feet in width.
5. The banner will be securely fastened to insure that it remains in place for the duration of authorized display and it shall not obstruct traffic signs or other safety devices.
6. The event sponsor shall monitor the banner for safety and immediately secure or remove the banner if it becomes loose, damaged or otherwise presents a hazard to road users or pedestrians.
7. In the event complaints are received regarding the banner, the City of Omaha reserves the right to evaluate such complaints and remove the banner if deemed appropriate.
8. Banner display shall be of not longer than one week in duration. Installation of the banner shall be in accordance with traffic control standards established in the City of Omaha barricading Standards, Specifications, Methods and Materials Manual.

No banner may be posted without express written consent. Written verification of consent will be sent to event sponsors with copies to City Public Works, Planning and Parks and Recreation Departments.

Please call (402) 444-4978 if you have any questions. Fax number is (402) 444-5248.

Approved: **CITY OF OMAHA
PUBLIC WORKS DEPARTMENT**

By: _____

Original ⇒ Applicant

1 copy ⇒ Traffic Maintenance