

SPECIFICATIONS and APPLICATION for STREET BANNERS IN NEWCASTLE

Location:

Over Old State Highway, between the Davis Building and the US Post Office.

Material:

Use lightweight canvas, poplin, or reinforced vinyl (modern banner material), nylon, or similar. The important thing is NOT to use material that will retain water and make it heavy!

Size:

Must NOT be more than two (2) feet (24 inches) from top to bottom, including the reinforced edges or doubled and sewn edges. The ideal width across is 20' (twenty feet) – the MAXIMUM width is 25'. The MINIMUM functional width is 6'.

Grommets:

Use heavy-duty brass/steel grommets with 3/8" diameter hole, or up to 1/2" diameter hole. Affix one on each upper and lower corner, and space other grommets about every two feet along the top as illustrated here:



Wind Slots:

Wind slots must be cut in the banner every 3 to 4 feet to facilitate safety in breezy conditions. Plan lettering around that, realizing that lettering may be on a wind slot flap. (Generally this does not interfere with readability.) Typical wind slot is about 4 to 5". Lettering can and should be on both sides for best effect.



Placement:

Banners must be approved by the NABA Board prior to installation. Please submit requests to NABA by mail (PO Box 1035, Newcastle 95658) with artwork, photo or description; or by web message (go to Contact page at www.newcastleareabusines.com). Include organization name, installation date and take-down date, along with contact name, email and phone number of person making request. A signed form must be completed and received prior to installation, either by mail or personal delivery to an authorized NABA representative.

Notes:

- The permission to use this display is courtesy of NABA, adjacent landowners and CalTrans.
- NABA and its members generally have priority placement, particularly at the holiday seasons and Mountain Mandarin Festival.
- Your organization will be responsible for delivering, installing and removing the banner.
- Because of insurance requirements and liability issues, an authorized person in your group or organization must sign and date this release prior to installation!

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We _____ will not hold responsible or liable the Property Owners, NABA, or CalTrans for injury to any person(s) or damage(s) or loss of banner.

Signed: _____ **Date:** _____