**Village of Woodstock**

**Permit for Banner on Village Green**

Application date: Event name:

Name of non-profit organization:

Address:

Dates requested for banner: Date of event:

Individual requesting permit:

Name: Title:

Phone:

Mailing address:

Email:

**An application fee of $50.00 must accompany this application.**

Fee paid: Cash/Check/Online:

Received by:

**Banner requirements:**

* 2 banners (one to place at each end of the Green)

**All banners must be:**

* Less than 9’ long x 30”-36” wide
* Have grommets and wind slots

Please be advised that applications must be approved by the Village Trustees. The Trustees meet the 2nd Tuesday of each month. Applications are due the Wednesday prior to the meeting. In order to get your approval in a timely manner, please get permits in early to guarantee they are placed on the agenda. If you turn the application in late your permit will not be considered.

If approved, please bring your banner to the Woodstock Town Hall Municipal Office so we can have our Village Highway crew put up the banners for you.

I have read and understand the above restrictions and conditions and agree to any additional conditions established by the Board of Trustees.

Applicant signature: Date:

**FOR OFFICE USE ONLY**

This permit was:

* Approved
* Denied

Additional conditions:

Municipal Manager: Date: