Sign Policy Relating to Downtown Bridge Sign (Near Rome's)

The use of banners on the downtown bridge is no longer permitted.

1) **The Building Department will accept applications for signs to be inserted into the existing downtown sign located in the center of downtown on the island.**
2) **Application should not be submitted sooner than 60 days prior to event.**
3) **Signs will be allowed for Franklin non-profit organizations only.**
4) **Proof of 501c3 non-profit status needs to be attached to application for approval.**
5) **Applicant can choose from either a one sided or two sided design. (Please indicate your choice)**
6) **Sign will be erected by the Building Dept. no sooner than ten (10) days before the event. But in no case shall a sign be displayed for more than ten (10) days in total.**
7) **Signs will be displayed on a first come first serve basis. If there are two applicants who want the same date the Building Dept. may choose to split the two weeks between applicants.**
8) **Sign will be removed by the Building Department immediately following the event.**
9) **It is the applicant's responsibility to have sign made according to building department spec sheet. All specs need prior approval by Building Dept.**
10) **It is the applicant's responsibility to have the sign delivered to the building department at least three days prior to the date the applicant wants sign to be erected.**

Signs to be installed must be 58" wide by 20" tall, constructed of 1/4" plastic corragated sign board material, background color will be ivory with black lettering (or your choice of colored lettering).
Please include name of organization, name of event, date and time of event and organization logo, if applicable.

_____
Name of Non-profit 501c3 Organization

Proof of non-profit status_____
(must be attached to application)

Name/Address/Telephone Number of Contact Person

_____

State Reason for Sign Request

_____

Date of Event _____

Sign Up _____

Date Received _____

Sign Down _____

Date of Approval/Denied _____ **Approval Signature** _____

IT IS THE APPLICANT'S RESPONSIBILITY TO PICK THE SIGN UP WITHIN 14 DAYS FOLLOWING THE EVENT. THE BUILDING DEPARTMENT IS NOT RESPONSIBLE FOR THE SIGN AFTER THIS TIME.

$5.00 fee per sign waived temporarily

Please do not discard banner(s) that were previously permitted, as this new policy could be rectified in the future