

MEMORANDUM

To: City Staff, Civic Organizations and Non-profit Organizations
From: Hunter Simmons, Director, Planning and Zoning Director
Date: 10/11/2022
Re: City of Fairhope Pole Banner Policy

Fairhope civic organizations and Fairhope not-for-profit organizations are eligible to hang pole banners in the City of Fairhope. The pole banners may be hung as a privilege to Fairhope based organizations that are hosting public and charitable events. Banners are hung by the City of Fairhope Electric Department at no charge to the organization.

Banners shall be double-sided, 36" wide and 86" tall. A rod pocket shall be placed on the top of the banner. The rod pocket shall be **no less than 3" long (to accommodate a 1.5" diameter rod)**. Pockets that are sewn rather than glued in place are preferred. Four grommets shall be evenly placed across the bottom of the banner. Applicant should measure the banners and ensure banners are in compliance with these specifications prior to delivery to the City of Fairhope for placement. Banners shall be dropped off at least one week before the date they need to be hung at the City of Fairhope Warehouse (555 South Section Street).

No more than three banners may be hung per event providing space is available. The City of Fairhope will do their best to accommodate requested locations but does NOT guarantee locations. Banners can be hung two weeks before a scheduled event and may not contain any advertising. The City of Fairhope reserves the right to deny any pole banner request.

Banners must be picked up one week after the event date. Banners left at the City Warehouse are not the responsibility of the City of Fairhope and may be discarded.

Please provide the following information:

Name of Event:

Location of Event:

Date of Event:

Contact information (name, phone number, email address):

Preferred Pole Banner locations (see options below):

- North Greeno Road @ Volanta – 1 Banner (South side of Volanta)
- Fairhope Avenue & South Mobile Street @ Henry George Park Bluff– 1 Banner
- N. Section Street and Main Street across from the Flower Clock – 2 Banners
- Morphy Avenue and S. Section Street (NW corner) – 2 Banners
- Fairhope Avenue and School Street @ library – 1 Banner
- Bayou Drive across from Nix Center
- Oak & N. Section Street
- Volanta & N. Greeno
- Volanta & N. Section
- N. Greeno @ Ecor Rouge Shopping Center (McDonalds, Agave)