

Village of Lac La Belle

Village Banner Policy

The Village of Lac La Belle provides six locations that are available for community groups and organizations to promote charitable and/or community events. The purpose of the program is to promote free, charitable community events. It is not for private business or events outside of the Oconomowoc area. *Note: Election campaign signs are not permitted on public right of way or on public property.*

Eligibility

The following groups/events are eligible to utilize the banner locations for promotion of charitable and/or community events.

- Community Organizations (Nonprofit) - Special Events/ Parades
- Oconomowoc Area Churches - Special Events
- Downtown Okauchee Business Association (DOBA) - Special Events
- Chamber of Commerce – Special Events
- Business or Organization that rent a Town Park to host a free community event.

Application

Eligible organizations may reserve/rent space for promoting their community events at the Village Hall, W359 N6812 Brown Street, Oconomowoc, Wisconsin. Applications for the current calendar year are accepted the first business day of the year.

Available Site and Fees

1. Banner #1: DPW Building Property	\$30
2. Banner #2: Ewald Soccer Park	\$30
3. Banner #3: Wisconsin Ave & Marks Rd	\$30
4. Banner #4: Sawyer Road	\$30
5. Banner #5: Brown Street Park & Ride	\$30

Duration of Promotion

Locations may be rented/reserved for one week only beginning at noon Monday and concluding at noon on the following Monday (7 days). Up to three (3) locations may be reserved at a time. Cost is \$30 per space/per week.

Banner Specifications/Requirements

- Standard vinyl
- 4' feet high by 8 feet wide (if banner is not this size, it will not be displayed)
- Reinforced corner grommets
- Wind slits
- Banner layout, language, components must be approved by Village Administrator. The Village of Lac La Belle reserves the right to refuse or remove any banner at any time.
- Banner must be delivered to the Village Hall by the Friday before your scheduled use. Pick up of banner is available the Tuesday after your scheduled use. Must be picked up within 3 business day or they will be disposed of.
- Village DPW staff will install and remove all banners.
- If banners get ripped or torn while displayed, it will come down and be held at the office.

Application

Name of Organization: _____

Full Address of Organization: _____

Contact Person: _____ Phone Number: _____

Email: _____

Name of Event: _____ Event Date: _____

Dates of Use: Start: _____ Finish: _____

Please Circle Location(s):

- | | |
|--|------|
| 1. Banner #1: DPW Building Property | \$30 |
| 2. Banner #2: Ewald Soccer Park | \$30 |
| 3. Banner #3: Wisconsin Ave & Marks Rd | \$30 |
| 4. Banner #4: Sawyer Rd | \$30 |
| 5. Banner #5: Brown Street Park & Ride | \$30 |

I have read the rules and regulations of the policy and agree to the terms listed above. The Village of Lac La Belle is not responsible for damaged, lost or stolen signs or banners.

Signature: _____ Date: _____

Office Use Below:

Payment: _____ Staff Initials: _____ Date: _____