



REVOCABLE PERMIT FOR BANNER DISPLAY

PLEASE TYPE OR PRINT. Complete the entire application. You may attach supporting documents if needed, but you must still complete all questions; or your application will be deemed incomplete and may not be processed.

Organization Name:			
Organization Address:			
City, State & Zip:			
Telephone:	Contact Person:	Work Phone:	Cell/Home Phone:
THE FOLLOWING INFORMATION MUST BE SUPPLIED PRIOR TO APPROVAL OF A REVOCABLE PERMIT BY THE CITY CLERK. SEE ATTACHED SHEET FOR FURTHER INFORMATION AND/OR RESTRICTIONS ON BANNER DISPLAY.			
1. Requested Location: 1 ST AVENUE SW			
2. Time Period: FROM _____ TO _____			
3. Banner Message _____ _____ _____			
4. Name of Licensed Sign Installer _____			
5. Copy of Insurance Certificate Showing Proof of Liability Coverage			
6. Copy of Hold Harmless Agreement (example attached)			
7. Written Permission From Each Property Owner			
8. Permit Fee - \$10.00			
I hereby certify that the information provided herein is true and correct to the best of my knowledge and belief, and that the City of Rochester may rely on the accuracy of such information provided in determining whether or not a permit should be issued.			
Signature of Applicant _____		Date of application _____	

Please visit our website at www.rochestermn.gov for the Ordinance related to banners/revocable permits

REVOCABLE PERMIT FOR DISPLAY OF BANNERS

ELIGIBILITY

Only City-sponsored or non-profit organizations will be allowed to display a banner at a permitted location. A banner may be displayed only for the following purposes:

- A. To advertise an event sponsored by a **city-sponsored or non-profit** organization.
- B. To advertise a fundraising activity for a **city-sponsored or non-profit sponsoring organization**.
- C. To recognize a special day, week or month.

ADDITIONAL RESTRICTIONS

- A. The banner shall identify only the name of the sponsor, the event and the date(s) of the event.
- B. Banners may be displayed no longer than two weeks.
- C. A sponsoring organization is limited to one event per calendar year.
- D. Permits will be issued on a first come, first serve basis.
- E. City Employees will not install banners for non-city sponsored events.
- F. The banner may be displayed only at the following permitted location: of First Avenue SW between 2nd and 4th Street SW.
- G. The sponsoring organization is solely responsible for the banner's installation, maintenance and removal. If the sponsoring organization fails to properly install, maintain or remove the banner, the City will do so at the sponsoring organization's expense.
- H. The banner may not be used to deliver a predominately political, religious, commercial or for profit message.
- I. No banner may be hung from any utility pole, utility pole fixture or pedestrian skyway bridge.

HOLD HARMLESS AGREEMENT

THIS AGREEMENT, made this ____ day of _____, 20_____, between _____, (hereinafter referred to as "Owner"), and the City of Rochester, a Minnesota municipal corporation.

WHEREAS, the Owner desires to hang a banner over the City's right-of-way located at _____; and,

WHEREAS, the City is willing to allow the Owner to hang a banner at this location so long as the Owner executes a hold harmless agreement in favor of the City for any and all claims arising out of the installation, display, maintenance, and removal of the banner.

NOW, THEREFORE, THE OWNER AGREES to hold harmless and indemnify the City and its employees, officials, agents, successors, and assigns from any and all actions, causes of action, claims, demands, damages, and costs arising out of the installation, display, maintenance, and removal of the banner located at _____. The Owner agrees to defend and pay all costs in defending these claims including attorney's fees.

THE CITY AGREES, upon receipt of the Owner's receipt to hold the City harmless, to allow the Owner to install, display, and maintain a banner at the above location from _____, 20_____, until _____, 20_____.

RIGHTS OF SUBJECTS OF GOVERNMENT DATA

LICENSE AND PERMIT DATA

“TENNESSEN WARNING”

In accordance with the Minnesota Government Data Practices Act, the City of Rochester is required to inform you of your rights as they pertain to the information collected about you. Public information is that information which is available to the general public; Private information is that information which is available to you, not to the public; and confidential information is that information which is not available to you or the public. The information we collect from you is either public or private. The separation of that information is as follows:

PUBLIC – NAME AND ADDRESS OF APPLICANT(S) AT THE TIME OF APPLICATION

PRIVATE – SOCIAL SECURITY INFORMATION, BIRTH DATE INFORMATION

(MS 13.355 & 13.37(a))

The information collected and required from you is to determine your eligibility for a City of Rochester License or Permit. If you do not supply the required information, the City of Rochester will not be able to determine your eligibility.

The dissemination and use of the private data we collect is limited to that necessary for the administration and management of the licensing program. Persons or agencies with whom this information may be shared include:

CITY, COUNTY, AND STATE PERSONNEL INVOLVED IN DETERMINING YOUR ELIGIBILITY, CONTRACTED PUBLIC AUDITORS, AND THOSE INDIVIDUALS TO WHOM YOU GIVE YOUR EXPRESS WRITTEN PERMISSION.

Unless otherwise authorized by state statute or federal law, other government agencies utilizing the reported private data must also treat the information private.

You may wish to exercise your rights as contained in the Minnesota Government Data Practices Act. These rights include:

**THE RIGHT TO SEE AND OBTAIN COPIES OF THE DATA MAINTAINED ON YOU.
THE RIGHT TO BE TOLD THE CONTENTS AND MEANING OF THE DATA.
THE RIGHT TO CONTEST THE ACCURACY AND COMPLETENESS OF THE DATA.**

To exercise these rights, contact the City Clerk’s Office, Room135, City Hall, Rochester, Mn. 55904

I HAVE READ AND UNDERSTAND THE ABOVE INFORMATION REGARDING MY RIGHTS AS A SUBJECT OF GOVERNMENT DATA.

(Signature of Data Subject)

(Date)

White Copy - City Clerk's Office

Buff Copy - Applicant