

BANNER PERMIT



Pole Type:	City of Philadelphia Street Light Poles Only
Application Fee:	No fee required
Effective Dates:	Seasonal – Permit is valid from the beginning of Spring Through the beginning of Winter
City Code/Legal Reference:	14-1901(1)(a)

Procedural Guideline

- Approval from the owner of the pole is to be submitted with application. (If the pole is a Philadelphia Street Light only this application is required)
- A letter requesting permission to display banners should be sent to the Philadelphia Art Commission, 1515 Arch Street, 12th Floor, Philadelphia, PA 19103, T: (215) 683-2095 F: (215) 683-2105. Additionally, depending where you plan to install the banners, a copy should also be forwarded to one (1) of the following organizations:
 - **If in Center City** (see map) – Center City District, 917 Filbert Street, Philadelphia, PA 19107. T: (215) 440-5500
 - **If on Broad Street, from South Penn Square through Washington Avenue** (“Avenue of the Arts”) – Avenue of the Arts, INC, 123 S. Broad Street, Suite 2126, Philadelphia, PA 19107. T: (215) 731-9668
 - **If in University City** (see map) – University City District, 3508 Market Street, Suite 030, Philadelphia, PA 19104. T: (215) 243-0555
 - **In all other areas of Philadelphia** – Permits Officer, Department of Streets, 1401 John F. Kennedy Boulevard, Suite 980, Philadelphia, PA 19102-1676. T: (215) 686-5525
- If location is within the Districts above, a copy of the District’s approval shall be submitted with application.
- Request to the Art Commission & The Special Service Districts should specify the number of banners that will be displayed, the size of each banner, colors, photograph or drawings of the banner’s design, the boundaries of the main artery where banners will be placed and the exact locations of the poles on which the banners will be fastened.
- The applicant will be responsible for all injuries to persons and/or damage to property that may occur while placing, or in place or removal of all banners and to hold the City of Philadelphia harmless in the event of an accident or mishap.
- **For more information, contact the Department of Streets, Traffic Engineering Division, Traffic Coordination Unit at (215) 686-5525.**

Banner Requirements on Philadelphia Street Light Poles

[Affix the banners to the street light poles in the following manner:](#)

- Top of banner shall have a solid bracket and pole/arm attached to an aluminum or fiberglass street light pole only.
- Bottom part of banner shall be attached with a solid bracket with tether.
- All brackets must have a rubber grommet between the bracket and pole.
- Only one (1) banner can be fastened to each street light pole.
- Maximum banner size permitted is 4’ x 6’.
- If a banner hangs above the street, it must be at least fifteen feet (15’) above the ground.
- If a banner hangs above the sidewalk, it must be at least eight feet (8’) above the ground.
- No banner will be permitted to be fastened to a street light pole that has a traffic signal attached.
- No banner will be permitted to span a City street.
- Removal of all banners must be within five (5) days of the expiration date of this permit, and the street light poles left in a clean & safe condition.



City of Philadelphia BANNERS APPLICATION

DEPARTMENT OF STREETS
RIGHT-OF-WAY UNIT
940 Municipal Services Building
1401 John F. Kennedy Boulevard
Philadelphia, PA 19102-1685

David J. Perri, P.E.
Acting Commissioner

Contact Person's Name: _____ Date: _____

Company's Name: _____

Address: _____

City, State, Zip: _____

Phone Number: (____) _____ Fax Number (____) _____

Proposed Start Date: ____/____/____ Proposed End Date ____/____/____

(Name of Contractor Doing The Installation)

To furnish and place:

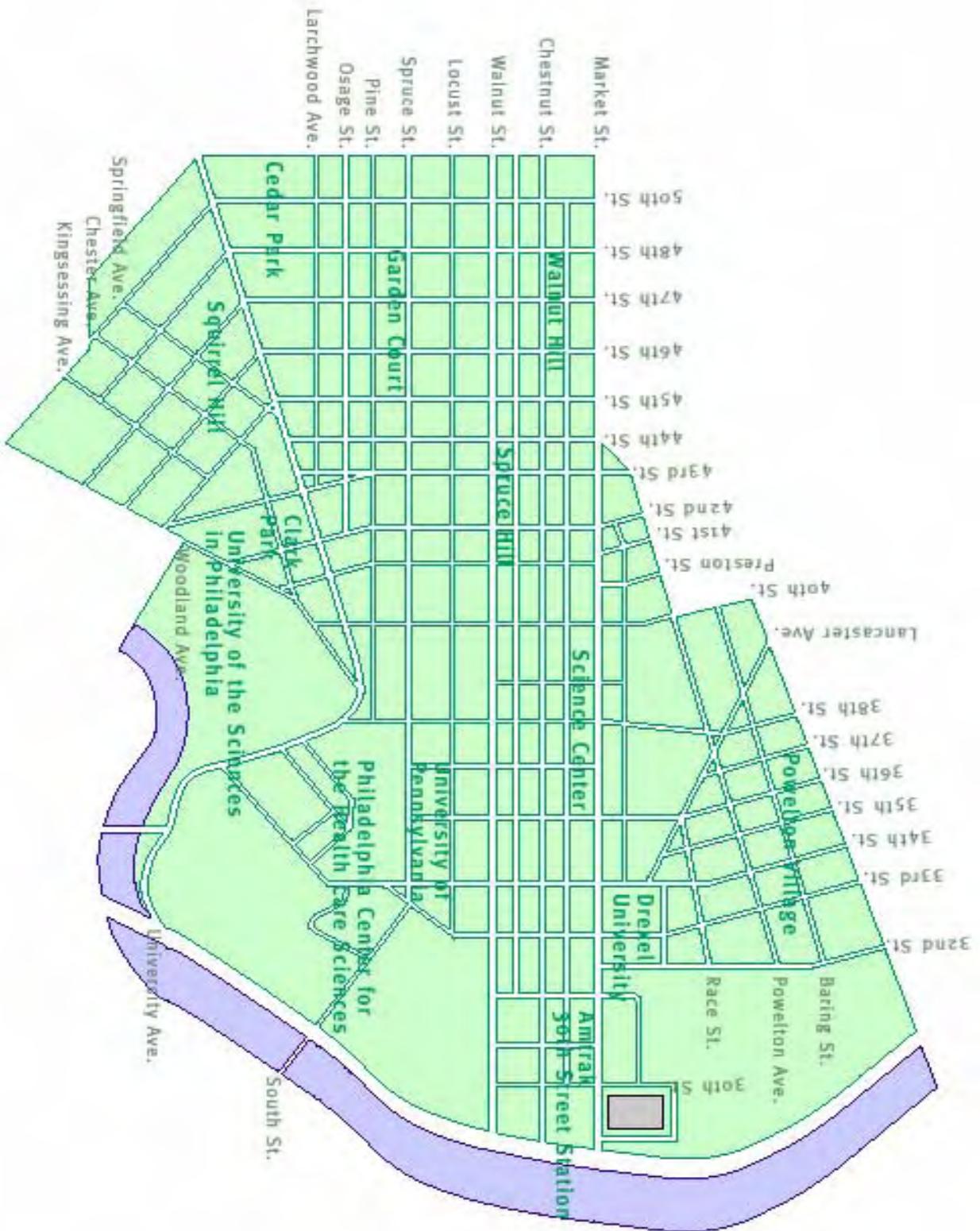
_____ (written number amount) (_____) Banners (_____ X _____)
(number amount) (length times width of banner)

at the following listed locations:

Street _____	From _____	To _____			
Please circle which side of the street the banner(s) is/are on		North	South	East	West
Street _____	From _____	To _____			
Please circle which side of the street the banner(s) is/are on		North	South	East	West
Street _____	From _____	To _____			
Please circle which side of the street the banner(s) is/are on		North	South	East	West
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Street _____	From _____	To _____			
Please circle which side of the street the banner(s) is/are on		North	South	East	West

• **NO BANNER WILL BE PERMITTED TO SPAN A CITY STREET.**

UNIVERSITY CITY DISTRICT BOUNDARIES



CENTER CITY DISTRICT BOUNDARIES

