



City of Manitou Springs
REQUEST TO HANG BANNER
(Over CDOT Right-of-Way)

APPLICATION AND FEE REQUIRED AT LEAST 30 DAYS PRIOR TO REQUESTED HANG DATE
Fee: \$220.00

- Please submit your application and payment to the City Clerk's office, 606 Manitou Avenue. The City Clerk will forward your application to the City Council for approval.
- The banner should be approximately two to three feet high and can be up to sixty feet long.
- Advertising/sponsor logos are not permitted per CDOT regulations. (You may display your organization logo but your banner cannot include those of your sponsors.)
- Please drop your banner off at least 24 hours in advance of your hang date at the Manitou Springs Chamber of Commerce, 354 Manitou Avenue.
- Contact the Manitou Springs Chamber of Commerce at (719) 685-5089 to arrange banner pickup within three business days following the event.

Submission date: _____

Name of Applicant: _____ Organization: _____

Mailing Address: _____

Telephone: _____ Email: _____

Name of Event: _____

Date(s) of Event: _____

Date(s) you would like banner displayed: From: _____ To: _____

*Please make your check payable to the City of Manitou Springs.
We also accept debit, credit, and cash.*