



## City of Marengo Temporary Banner Application

*Temporary advertising banners are subject to the following:*

- Banners shall be up for **NO LONGER** than 20 consecutive days.
- Banner promotions shall not exceed five (5) times in a calendar year.
- Banners shall not exceed 50 square feet in area.
- No more than two (2) banners shall be up at any one time, maximum 100 square feet for both.
- Banners shall be marked with the date of installation at least 1 inch size markings in one bottom corner.
- Banners not removed by the 21<sup>st</sup> day after the date they went up shall be subject to a violation fine of \$25.00 for each day the violation exists. Fines change to \$50.00 if not paid within seven days.
- Banners installed without submitting an application first shall be subject to violation fines.

All regulations pertaining to banners can be found in Chapter 16, Signs, of the Marengo Municipal Ordinance.  
Fine amounts can be found in Chapter 1.06 Penalties.

FILL OUT THE REQUESTED INFORMATION IN THE BOX BELOW AND RETURN TO:

BUILDING DEPT., 835 WEST GRANT HWY., MARENGO, IL 60172

FAX: 815-568-0569      PHONE: 815-568-2669

Or email address: [buildingdepartment@cityofmarengo.com](mailto:buildingdepartment@cityofmarengo.com)

Address of proposed banner: \_\_\_\_\_

Where on structure will banner be located: \_\_\_\_\_

Business name: \_\_\_\_\_

Date to go up: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Date to take down: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Person responsible for banner: \_\_\_\_\_ Contact number: \_\_\_\_\_

Purpose of banner: \_\_\_\_\_

AS THE PERMIT APPLICANT I UNDERSTAND THAT I AM RESPONSIBLE FOR PROVIDING ALL REQUIRED INFORMATION.

Applicant signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Office use

APPROVED  DENIED  Promotion 1 2 3 4 5

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_