

CHARLOTTE DEPARTMENT OF TRANSPORTATION
DECORATIVE SIGN APPLICATION

Application Date:

Organization:

Contact Name:

Address:

Email:

Phone: Cell Office

Promoted Event:

Event Date:

Event Location:

How many banners to be hung? Install Date:

Specify Each Location:

Who will produce banners (Vendor's Name)

Who will hang banners (vendor's Name)

Will this be a one-time use only of this banner: Yes Removal Date:
 No How long will banners remain

- Application must include banner copy. Rendering, banner material (scale drawing, photographs) typeface selections and/or other descriptive material about the proposed banner must be submitted.
- Application must include a drawing or map showing specific location of preferred poles for the banners.
- Final pole locations and design specifications will be determined by the City and Duke Energy Carolinas.
- Use separate sheet to request additional locations if needed.
- Separate application required for each event.
- A professional company must hang and remove the banners, and must adhere to the City's WATCH Handbook.
- Please review the City's Decorative Sign Policies and Guidelines before submitting an application.
- Applications are accepted on a first-come basis, and must be applied for at least 90 days in advance.

Signature of Applicant:

Date:

Submit application to: CDOT, Public Service & Communications Div, 600 E. 4th Street, Charlotte, NC 28202, or e-mail: cdotwebrequest@charlottenc.gov.