

## Banner Schedule Request

Please return this completed form to

Lisa Larkin

Main Street Steamboat Springs

PO Box 774611 (drop off) 141 9<sup>th</sup> Street,

Steamboat Springs, CO 80477

Or email to [LLarkin@Mainstreetsteamboat.com](mailto:LLarkin@Mainstreetsteamboat.com) Contact Lisa with questions, 970-367-7161.

\*Please send a picture or proof of ALL banners to be hung\* (Banners will not be scheduled unless application is complete)

I have read and understand the Banner Guidelines above: (Signature and date) Business Name:

\_\_\_\_\_

(Signature and date)

Contact:

\_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail \_\_\_\_\_

Event Name:

\_\_\_\_\_

Event Dates:

\_\_\_\_\_

Date for Banner to Go Up (MONDAY): \_\_\_\_\_

Date for Banner to Come Down (MONDAY): \_\_\_\_\_

Preferred Location (please indicate first and second choice):

Downtown - 4th Street, across Lincoln Ave. \_\_\_\_\_

Downtown - 10th Street, across Lincoln Ave. \_\_\_\_\_

Please email or drop off the completed forms to Main Street Steamboat Springs.

Confirmation and scheduling will be done via email. The schedule fills quickly. We reserve this space on a first come, first serve basis. Your request will be reviewed within 3 business days.

Please call, 970-367-7161,

**or email, [LLarkin@Mainstreetsteamboat.com](mailto:LLarkin@Mainstreetsteamboat.com), with any questions. Email is the most efficient way to reach us.**

Please keep your confirmation email!

\*\*Please note that any banner containing any logos including sponsorship and non-profit logos are not considered acceptable content. Please see the guidelines above for specific information