

Street Banner logistics Information

Effective January 6, 2020. There is a \$110 fee per two-week time frame.

Payment information will be taken and charged at the time of the banner time-slot request. Additionally, there will be a storage fee of \$50 per week after your banner comes down. Banners will be stored free for the first week. Please make sure to pick up your banner ASAP, to avoid storage fees.

_____ All street banners are put up and taken down on Monday mornings with the exception of Holidays and weather permitting.

_____ You must drop off your banner at the City Streets Department office at 850 Critter Court, located off 13th Street by 3 p.m. the Thursday before your banner is scheduled to go up.

_____ Banners may be picked up in the same location after they are taken down. You must pick up your banner within 7 days to avoid a storage fee.

_____ If your banner is damaged and has to be taken down, you will have the opportunity to repair it. It may not be put up again unless it is on a two-week schedule or is re-scheduled for another time.

_____ Street banner placement is on a first come, first serve basis and fills quickly, so please plan ahead. The City Streets Department reserves the right to refuse hanging the banner if it does not meet the "Banner Specifications stated below.

_____ Street banners may be placed for a maximum of two weeks unless authorized by the City or Main Street Steamboat Springs.

_____ Street banners must adhere to all messaging guidelines set forth by the Colorado Department of Transportation (see guidelines on page 2)

_____ There are no refunds for banners that are removed early due to damage