

**APPLICATION FOR  
PERMIT TO INSTALL OVERHEAD BANNER**

**INSTRUCTIONS:** As a requirement of obtaining a permit for overhead banner(s), the applicant or sponsoring organization agrees to comply with the following:

- A. Provide a **Certificate of Insurance** with minimum coverage of \$100,000 for injuries or deaths in any one occurrence; and \$50,000 for injury to or destruction of property in any one occurrence. The City of Corpus Christi shall be named as **additional insured**.
- B. Completion of an Indemnification Agreement.
- C. Payment of application fee (\$35.00).
- D. There will be no advertisement of commercial products, services or commercial organizations on banners.
- E. By signing below, the applicant agrees to follow installation procedures as described on the "**Requirements for Overhead Banner Installations**."
- F. The Applicant shall remove overhead banner by noon of the last day of permitted date as indicated on the approved "**Permit to Install Overhead Banner**" (this document once approved by Traffic Engineering).
- G. Banners may be displayed for no more than two weeks (14 days).

**NOTE: Banners across State Highways are prohibited, and AEP Texas will not permit banners to be tied to their poles.** Banner shall be approximately four (4) feet high and forty (40) feet long, supported by a steel guy wire at the top and a nylon or ester line role for banner tie-offs. Maintain minimum banner height clearance of sixteen feet above street pavement.

For more information contact the City of Corpus Christi Traffic Engineering Division at (361) 826-3539 or (361) 826-3547. Forms may be faxed to (361) 826-3545 or may be mailed to: Traffic Engineering, P.O. Box 9277, Corpus Christi, TX 78469-9277.

Applications must be reviewed and approved by Traffic Engineering. **An approved Application constitutes the Permit.**

Name of Organization  
Sponsoring Event:

Contact Person:

Mailing Address:

Phone Numbers:

E-mail

From:

To:

Requested Dates for Displaying  
Banner:

Description of the event being  
promoted and the message to be  
displayed on banners:

Proposed location of banners  
(Maximum two (2) locations:

2900 block of South Alameda at Incarnate Word Academy  
4000 block of Ayers, South of Roosevelt Drive  
3300 block of McKinzie Road at Up River Road/IH 37 South  
3900 block of Greenwood Drive adjacent to Boys & Girls  
Club  
4500 block of South Staples at King High School  
1800 block of Waldron Road across from Fire Station #13  
5200 block of Weber Road at Carroll High School

Name of company installing  
banner:

Mailing address of company  
installing banners:

Company phone number:

Applicant's Signature:

Date of Signature:

Applicant's Phone Number:

Sponsoring Organization:

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**INTERNAL USE ONLY**

Date received in Traffic  
Engineering:

Approved Display Period: From:

To:

Applicant required items:

Completed application  
Signed Indemnity Agreement  
Proof of Insurance  
Receipt for payment of \$35 application fee

Application reviewed by:

Signature Approval:

Date: