

Application 2012

Organization* _____

Contact name: _____

Address: _____ City, Zip: _____

Day Telephone: _____ Email: _____

** Unless noted elsewhere on the application, invoices will be sent to the organization above.*

Are you a non-profit organization? Yes No

Name of event/convention: _____

Date(s) of event/convention: _____

Do you plan to have banners printed? Yes No

If so, will it be a new design or previous design? N/A New Past

Do you plan to use banners currently in storage? N/A Yes No

If not, can previous banners be disposed? N/A Yes No

Are you sales tax exempt? Yes No

*If you are sales tax exempt, please submit a **Sales Tax Exemption Certificate** with your application.*

Number of poles (most poles take two banners) you are requesting: _____

Preferred location of poles: _____

Second choice for location: _____

Special requests: _____

Month(s) you are requesting for banner display (full months only): _____

Contracts are negotiated on a first come, first served basis subject to approval of banner design by the City Council, availability of banner strength poles, and in accordance with the City of Des Moines regulations and Downtown Community Alliance banner program policy. Banner poles are provided on a monthly basis.

Please complete and return form to:

Downtown Community Alliance

Carmella Heckard

700 Locust Street, Suite 100

Des Moines, Iowa 50309

Email: heckard@downtowndesmoines.com

Telephone: 515.286.4943

Fax: 515.243.6684