City of La Habra

Planning Department
201 E. La Habra Blvd.
La Habra, CA 90631
Tel. (562) 383-4100 Fax (562) 383-4476

BANNER PERMIT

Do Not Display Banner Until Approved
The following information is required BEFORE approval to display a banner can be granted.

PLEASE PRINT OR TYPE

Name of Business:_____

Contact Person:_____

Business Address:_____

Business Phone:_____

Date to be installed:_____ Date to be removed:_____

Where will the banner be located on building ?_____

Size:_____

What does the banner read ?_____

Applicant's Signature:_____ Date:_____

CITY USE ONLY

Account # 4455 Date Applied:_____

Banner: Approved Denied

Approved Installation Date:_____Removal Date:_____

Official Signature:_____ Date Approved:_____

BANNER PERMIT INFORMATION

CONDITIONS OF APPROVAL:

NUMBER: Maximum of one (1) banner permitted per business or one (1) flag. Pennants permitted on building face with prior approval.

SIZE: Maximum Banner width of three (3) feet and maximum length of fifteen (15) feet

MATERIAL: #12 canvas or equivalent

DESIGN: Recommendations – Top and bottom edges shall have a 1 ½ inch hem with ¼ inch rope to prevent eyelets from ripping out. Top and bottom edges shall have metal reinforced eyelets. Outside eyelets are to be spaced twenty-four (24) inches center to center; interior eyelets spaced at 2-foot intervals along top and bottom edges. Inside dimensions of eyelets are to be a minimum of 3/8 inch in diameter and no larger than ½ inch in diameter.

LOCATION: The banner may ONLY displayed on the BUILDING FACE. Placement on the parapet, roof, and landscaping is prohibited.

DURATION: Banners are permitted for a maximum period of thirty (30) days, three (3) times per calendar year. There shall be a minimum period of thirty (30) days between permits.

PERMITS: A permit is required prior to installation. The applicant shall complete the reverse side of this form and sign below. The applicant shall submit this completed permit application together with a fee of $22.00.

PENALTY: Any business displaying a banner without first obtaining a permit is subject to a double fee.

I HEREBY CERTIFY THAT I HAVE READ AND UNDERSTAND THE CONDITIONS OF APPROVAL LISTED ABOVE.

SIGNATURE:_____ DATE:_____

Revised 7/6/16