



* Required

Applicant Information

1. Community Group/Organization Title: *

2. Applicant Name: *

3. Email: *

4. Address:

5. Postal Code:

6. Phone:

Request Details

7. Please indicate your request: *

- Flag
- Lamp Post Banner
- Town Hall Lights
- Other

8. If requesting a flag raising, please indicate what the flag is.

9. If requesting a flag, please provide a link to an image of the appropriate flag.

10. If requesting Town Hall lights, please indicate the preferred colour scheme.

11. What type of event does your request coincide with? *

- Parade
- Community Event
- Designated Month
- Memorial Recognition
- Festival/Celebration
- Other

12. Please indicate the date(s) your organization would like to have you flag/banner request fulfilled.

Flag/Banner/Light Request Start Date: *

13. Flag/Banner/Light Request End Date: *

14. Does your event require an official flag raising ceremony with Mayor and Council? *

- Yes
- No

15. Additional information: (Please provide an overview of your request and how the addition of a flag to Chisholm Park, lamp post banners, or Town Hall lights will benefit your event, celebration, or memorial.

Permissions

Special Considerations

- Flags will be flown at Chisholm Park.
 - Banners must be designed to be 18 inches by 44 inches and be made from vinyl material.
- Banners must be designed and installed to the standard set by the Town.
- The Town reserves the right to inspect any flag or banner prior to placement on Town owned property. Flags or banners will not be placed by the Town if:
 - i) The material is tattered, frayed, damaged or detracts from the beautification of the Town.
 - ii) The flag or banner promotes discrimination or philosophy or seek values are deemed to be divisive or discriminatory.
 - iii) The flag or banner contradicts the guidelines in place in the Town's Special Events Planning Guide.
 - iv) No flag or banner can be suspended across the street.
- Not all colour schemes may be available with Town Hall lights.

Declaration

I, the undersigned, have read, understand, and agree to the conditions and policies in this contract hereby accept the same on behalf of the said members of the organization or group. I acknowledge and agree that the Town will make the final decision on this flag/banner request.

16. Signature: *

17. Date: *

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