



BURTON JOYCE PARISH COUNCIL BANNER POLICY & BOOKING REQUEST ROBERTS' RECREATION GROUND

- The Parish Council owns and manages the Roberts' Recreation Ground, including the railings surrounding the site on which banners are attached.
- The Parish Council supports the use of the railings to promote local community events. Permission must however be sought in advance in order to manage the number of banners on the site and the duration of their display. Please contact the Parish Office on 0115 931 4084 / admin@burtonjoyceparishcouncil.org.uk
- The maximum display time of any banner is 3 weeks.
- The maximum number of banners to be displayed on the railings at any one time is 3
- The day immediately following the event, the banner must be removed by the club or organisation which has booked it.

To be completed before banner is to be displayed	
Organisation name:	
Contact name:	
Contact phone number:	
Requested start date:	
Requested end date:	
Total duration (max 3 weeks):	
Name of person responsible for removal of banner:	

<p>Office use:</p> <p>Approved /refused by: _____ Date: _____ (Grounds & Amenities Manager or Parish Clerk)</p>
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