

**Fredericton Region Museum
Special Event Banner Display Request Form**

Organization
Address
Telephone
Contact Person
Email
Purpose
Preferred Start Date
Preferred End Date

Application Process Terms and Conditions

<input type="checkbox"/>	The organizing group can access the balcony through the main entrance of the museum. Check with museum staff before hanging the banner. Do not climb the outside of the building. Do not use ladders to access the balcony without the permission of the museum Executive Director.
<input type="checkbox"/>	The Fredericton Region Museum cannot be held responsible for any damage, loss, accident, delay, irregularity, injury to person or property whatsoever or howsoever caused arising out of or in connection with displaying a banner from the museum balcony.
<input type="checkbox"/>	Applications are reviewed on a 'first come first serve' basis.
<input type="checkbox"/>	The time-frame for which a banner may be displayed varies, based on availability of the site and demand. The time-frame is determined by the museum staff, in consultation with applicant.
<input type="checkbox"/>	If the banner site is not available for the time-frame requested, the museum staff will contact the applicant to make arrangements for an alternate time-frame.
<input type="checkbox"/>	The applicant will be notified by email when the Banner Display Request is approved.
<input type="checkbox"/>	It is the responsibility of the applicant to have the banner raised and removed on the dates specified in the Banner Display Form, and to immediately remove any torn or loose banner and / or debris.
<input type="checkbox"/>	Failure to remove a banner on the date specified or failure to remove a torn or loose banner or secure dangling ropes, results in the Fredericton Region Museum removing the banner, with the cost of removal borne by the applicant.

<input type="checkbox"/>	I, as the applicant, or on behalf of the applicant organization, acknowledge that I have read and understood the terms and conditions outlined above and agree to comply with them.
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Signature
Date

Please fax form to museum office at (506) 458-8741.