



VILLAGE OF DOBBS FERRY

Village Clerk

112 Main Street, Dobbs Ferry, New York 10522

E-mail: ldreaper@dobbsferry.com

Phone: (914) 231-8504 • Fax: (914) 693-3470

www.dobbsferry.com

DATE RECEIVED:

BANNER AND SIGN REQUEST APPLICATION

SECTION 1 – TO BE COMPLETED BY APPLICANT

YOUR NAME (FIRST M. LAST)

ADDRESS

SUITE/APT.

TELEPHONE HOME

CITY

STATE

ZIP CODE

TELEPHONE MOBILE

COMPANY/BUSINESS NAME

TELEPHONE WORK

E-MAIL

FAX

SIGNATURE OF APPLICANT

DATE OF APPLICATION

REQUEST FOR POSTING OF:

☐ BANNER(S) ☐ SIGN(S) DATES REQUESTED: FROM _____ TO: _____

LOCATION(S) REQUESTED:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

***PLEASE SUBMIT YOUR REQUEST AND A COPY OF THE BANNER OR SIGN TO BE POSTED WITH YOUR APPLICATION TEN DAYS BEFORE THE REQUESTED START DATE. FOR SIGNS, PLEASE PROVIDE THE DIMENSIONS OF THE SIGN.**

BANNER REQUESTS:

UPON APPROVAL BY THE VILLAGE BRING THE BANNER(S) TO VILLAGE HALL, 112 MAIN STREET. DO NOT DROP OFF BANNER(S) AT THE DPW FACILITY ON STANLEY AVENUE.

THE VILLAGE CANNOT BE RESPONSIBLE FOR BANNERS THAT ARE NOT PICKED UP OR LEFT AT VILLAGE HALL AFTER THEY ARE TAKEN DOWN. AFTER THE DATE THAT THE BANNER(S) IS TAKEN DOWN PICK UP THE BANNER(S) AT VILLAGE HALL, 112 MAIN STREET. CALL THE VILLAGE CLERK AT: (914) 231-8504 TO SEE IF THE BANNER(S) IS READY AND TO LET HER KNOW WHEN YOU WILL PICK UP THE BANNER(S).

SIGN REQUESTS:

UPON APPROVAL BY THE VILLAGE YOU MAY POST SIGNS ONLY IN THE APPROVED LOCATIONS AND ONLY ON THE APPROVED DATES.

SECTION 2 – TO BE COMPLETED BY THE VILLAGE CLERK

☐ BANNER/SIGN REQUEST APPROVED _____ DATE: _____
ELIZABETH DREAPER, RMC, VILLAGE CLERK

☐ BANNER/SIGN REQUEST DENIED _____ DATE: _____
ELIZABETH DREAPER, RMC, VILLAGE CLERK

REASON FOR DENIAL:

