



MENU BOARD/A-FRAME
Temporary Use Application

Business Information

Name of Business: _____

Address: _____

Telephone Number: _____

Hours of operation:

Monday – Friday: _____

Saturday: _____

Sunday: _____

Applicant Information

Applicant Name: _____

Job Title: _____

Address: _____

Telephone Number: _____

E-Mail Address: _____

Emergency Contact Information

Please list the name of a person the City can notify or contact at any time concerning the applicant's requested temporary use (i.e.: Manager).

Name & Title: _____

Telephone Number: _____

E-Mail Address: _____

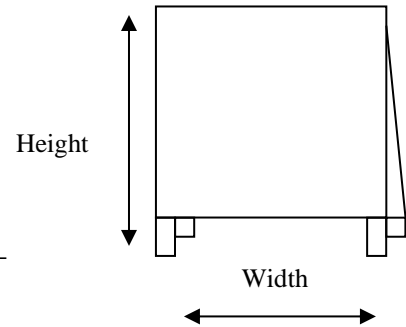


Sign Specifications:

Height: _____ (Maximum of 43in.)

Width: _____ (Maximum of 24in.)

Frame & Writing Area Material(s): _____



Attachments: Please submit the following information

Photo(s) of proposed Menu Board/A-Frame: Photos must clearly show color and design.

Proof of Insurance: General liability insurance in the amount of \$100,000 per person and \$200,000 per occurrence is required. The business insurance policy must be made out to the “Mayor and Aldermen of the City of Savannah” and should name the “The Mayor and Aldermen of the City of Savannah” as a certificate holder.

Application Fee: Once the request is approved, an application fee of \$50.00 shall be assessed. Payment should be made by check or money order and made payable to the City of Savannah.

By signing below, I agree that I:

I have read and accept the terms of the City of Savannah’s Temporary Use Policy;

Understand the permit is nontransferable and nonrefundable; and

Have the responsibility of providing proof of indemnification of the City of Savannah and notifying the City and ceasing operation if my liability insurance expires, is canceled, or is transferred.

Signature of Applicant

Date

Please submit completed applications to:

City of Savannah
Office of Special Events, Film & Tourism
Attn: Tourism Division
P.O. Box 1027
Savannah, GA 31402

Revised May 8, 2018