Request has been successfully updated.

PW Street Banner Permit

Print

Submitted by: Tom Penberthy

Submitted On: 2025-10-27 11:35:14

Submission IP: 198.236.191.252 (172.31.22.15)

proxy-IP (raw-IP)

Status: Completed **Priority:** Normal

Assigned To: Jean Corbin

Due Date: Open

Attachments

- Xpress Bill Pay CGCC Banner.pdf 2025-10-27 11:43:19 am
- 2025-26 CGCC insurance.pdf 2025-10-27 11:35:16 am



CITY OF THE DALLES PUBLIC WORKS

1215 WEST 1st STREET THE DALLES, OREGON 97058 (541) 296-5401

Banner Permit Fee \$25

STREET BANNER PERMIT APPLICATION

A Street Banner Permit is required for display of a banner within the City Limits. The banner must meet all requirements and specifications in the City of The Dalles Street Banner Permit Policy. Upon approval it is the applicant's responsibility to deliver the banner and all required hardware to the Public Works Department office at 1215 West 1st Street, The Dalles before the preferred date of placement. The City will place and remove the banner.

The location of the banner will be across East Second Street at the intersection of Jefferson Street, The Dalles.

* Date of Application	n	•
-----------------------	---	---

10/27/2025

Format: MM/DD/YYYY

* Applicant First Name

* Applicant Last Name

Tom

Penberthy

Primary First Name

Primary Last Name

* Email:

Contact/Responsible Party

tpenberthy@cgcc.edu

If the responsible party is not the applicant

Primary email address

* Cell Phone: 5022587989 Daysine planes number *Name of Event: *Name of Event *Other Civic Event *Type of event promoted on the banner *Education Youth Event	27/25, 12:13 PM	Revize Online Forms			
Taylore phone number * Name of Event: Winter term enrollment 400 E Scenic Drive, The Dalles, OR 97058 *Type of event promoted on the banner Education Outh Event: Fair Ommunity Market Other Civic Event * End Date of Event: 11/10/2025 11/14/2025 Format MM/DD/YYY * I, the applicant, certify that the event promoted is an activity sponsored by a user who may be any civic, charitable non-profit, government, school, social or other group promoting community events, activities, or items of special interest and not for commercial gain. * Preferred Date of Placement 11/10/2025 One week * To pay by credit card, call the Public Works Department at (\$41) 296-\$401. There is a processing fee. • To pay by credit card, call the Public Works Department at (\$41) 296-\$401. There is a processing fee. • To pay with a check or cash, mail or deliver to the City of The Dalles Public Works Department, 1215 West 1st Street. The Dalles, 9705 during business hours, weekdays 7:00 a.m. to 4:00 p.m. * Please indicate method of payment * Upload Proof of Liability Insurance Choose File No file chosen The pload Proof of Liability Insurance Choose File No file chosen The Belase between:	* Contact Phone:	Cell Phone:			
* Name of Event: Winter term enrollment * Upon of event promoted on the banner * Education Youth Event Other Civic Event	5032587989	5032587989			
*Type of event promoted on the banner *Education Youth Event Other Civic Event Fair Other Civic Event Start Date of Event:	Daytime phone number				
*Type of event promoted on the banner Education	* Name of Event:	* Location of Event:			
Education Outs Event Other Civic Event	Winter term enrollment	400 E Scenic Drive, The Dalles, OR 97058			
Youth Event Cher Civic Event Community Market Other Civic Event Fair Find Date of Event: Find Date of Event: Start Date of Event: 11/14/2025 11/14/2025 Format: MM/DD/YYY Format: MM/D	* Type of event promoted on the banner				
Youth Event Cother Civic E	✓ Education				
Fair Community Market Other Civic Event * Start Date of Event:		Others Civile Franct			
Start Date of Event: 11/10/2025 50	_	Other Civic Event			
Other Civic Event * End Date of Event: 11/10/2025 11/14/2025 Format: MM/DD/YYYY Format: MM/DD/YYYY • Ol, the applicant, certify that the event promoted is an activity sponsored by a user who may be any civic, charitable non-profit, government, school, social or other group promoting community events, activities, or items of special interest and not for commercial gain. • Preferred Date of Placement * Preferred Duration: 11/10/2025 ② One week Format: MM/DD/YYYY One week Read the Street Banner Policy here. There is a \$25 Street Banner Permit Fee. ● To pay by credit card, call the Public Works Department at (541) 296-5401. There is a processing fee. ● To pay with a check or cash, mail or deliver to the City of The Dalles Public Works Department, 1215 West 1st Street, The Dalles, 9705 during business hours, weekdays 7:00 a.m. to 4:00 p.m. • I, the applicant, certify that I have read and understand the Street Banner Permit Policy • Liability Release for Street Banner Placement • Credit Card Private Organization • Credit Card Private Organization • Upload Proof of Liability Insurance field is required Liability insurance field	☐ Community Market				
11/10/2025 Format: MM/DD/YYYY * (i) I, the applicant, certify that the event promoted is an activity sponsored by a user who may be any civic, charitable non-profit, government, school, social or other group promoting community events, activities, or items of special interest and not for commercial gain. * Preferred Date of Placement 11/10/2025 Format: MM/DD/YYYY Read the Street Banner Policy here. There is a \$25 Street Banner Permit Fee. • To pay by credit card, call the Public Works Department at (\$41) 296-5401. There is a processing fee. • To pay with a check or cash, mail or deliver to the City of The Dalles Public Works Department, 1215 West 1st Street, The Dalles, 9705-during business hours, weekdays 7:00 a.m. to 4:00 p.m. • Use applicant, certify that I have read and understand the Street Banner Permit Policy * Please indicate method of payment * Liability Release for Street Banner Placement Credit Card Private Organization Check Public Agency Individual * Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between:					
Format: MM/DD/YYYY I, the applicant, certify that the event promoted is an activity sponsored by a user who may be any civic, charitable non-profit, government, school, social or other group promoting community events, activities, or items of special interest and not for commercial gain. Preferred Date of Placement 11/10/2025 Format: MM/DD/YYY Read the Street Banner Policy here. There is a \$25 Street Banner Permit Fee. • To pay by credit card, call the Public Works Department at (541) 296-5401. There is a processing fee. • To pay with a check or cash, mail or deliver to the City of The Dalles Public Works Department, 1215 West 1st Street, The Dalles, 9705 during business hours, weekdays 7:00 a.m. to 4:00 p.m. • Upload, certify that I have read and understand the Street Banner Permit Policy Please indicate method of payment Liability Release for Street Banner Placement Credit Card Private Organization Liability Release for Street Banner Placement Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. Release between:	* Start Date of Event:	* End Date of Event:			
I, the applicant, certify that the event promoted is an activity sponsored by a user who may be any civic, charitable non-profit, government, school, social or other group promoting community events, activities, or items of special interest and not for commercial gain. * Preferred Date of Placement 11/10/2025 One week Two weeks Format: MM/DD/YYYY Read the Street Banner Policy here. There is a \$25 Street Banner Permit Fee. To pay by credit card, call the Public Works Department at (541) 296-5401. There is a processing fee. To pay with a check or cash, mail or deliver to the City of The Dalles Public Works Department, 1215 West 1st Street, The Dalles, 9705 during business hours, weekdays 7:00 a.m. to 4:00 p.m. Liability Release for Street Banner Placement Credit Card Private Organization Credit Card Private Organization Private Organization Private Organization Individual Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between:	11/10/2025	11/14/2025			
I, the applicant, certify that the event promoted is an activity sponsored by a user who may be any civic, charitable non-profit, government, school, social or other group promoting community events, activities, or items of special interest and not for commercial gain. * Preferred Date of Placement 11/10/2025 One week Two weeks There is a \$25 Street Banner Policy here. There is a \$25 Street Banner Permit Fee. To pay by credit card, call the Public Works Department at (541) 296-5401. There is a processing fee. To pay with a check or cash, mail or deliver to the City of The Dalles Public Works Department, 1215 West 1st Street, The Dalles, 9705 during business hours, weekdays 7:00 a.m. to 4:00 p.m. The private Organization of the prefered date of payment Credit Card Private Organization Private Organization Public Agency Individual Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between:	Format: MM/DD/YYYY	Format: MM/DD/YYYY			
 I, the applicant, certify that the event promoted is an activity sponsored by a user who may be any civic, charitable non-profit, government, school, social or other group promoting community events, activities, or items of special interest and not for commercial gain. * Preferred Date of Placement	*				
One week		p promoting community events, activities, or items of special interest and not for			
Format: MM/DD/YYYY Read the Street Banner Policy here. There is a \$25 Street Banner Permit Fee. • To pay by credit card, call the Public Works Department at (541) 296-5401. There is a processing fee. • To pay with a check or cash, mail or deliver to the City of The Dalles Public Works Department, 1215 West 1st Street, The Dalles, 9705 during business hours, weekdays 7:00 a.m. to 4:00 p.m. * • I, the applicant, certify that I have read and understand the Street Banner Permit Policy * Please indicate method of payment * Liability Release for Street Banner Placement * Credit Card Private Organization Check Public Agency Individual * Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between:	* Preferred Date of Placement	* Preferred Duration:			
Read the Street Banner Policy here. There is a \$25 Street Banner Permit Fee. • To pay by credit card, call the Public Works Department at (541) 296-5401. There is a processing fee. • To pay with a check or cash, mail or deliver to the City of The Dalles Public Works Department, 1215 West 1st Street, The Dalles, 9705 during business hours, weekdays 7:00 a.m. to 4:00 p.m. • I, the applicant, certify that I have read and understand the Street Banner Permit Policy • Please indicate method of payment • Liability Release for Street Banner Placement • Credit Card • Private Organization • Public Agency • Cash • Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. • Release between:	11/10/2025				
There is a \$25 Street Banner Permit Fee. • To pay by credit card, call the Public Works Department at (541) 296-5401. There is a processing fee. • To pay with a check or cash, mail or deliver to the City of The Dalles Public Works Department, 1215 West 1st Street, The Dalles, 9705 during business hours, weekdays 7:00 a.m. to 4:00 p.m. • I, the applicant, certify that I have read and understand the Street Banner Permit Policy • Please indicate method of payment • Liability Release for Street Banner Placement • Credit Card • Private Organization • Check • Public Agency • Individual • Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. • Release between:	Format: MM/DD/YYYY	————— O Two weeks			
 To pay by credit card, call the Public Works Department at (541) 296-5401. There is a processing fee. To pay with a check or cash, mail or deliver to the City of The Dalles Public Works Department, 1215 West 1st Street, The Dalles, 9705 during business hours, weekdays 7:00 a.m. to 4:00 p.m. I, the applicant, certify that I have read and understand the Street Banner Permit Policy Please indicate method of payment Liability Release for Street Banner Placement Credit Card Private Organization Check Public Agency Cash Individual Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. Release between: 	Read the Street Banner Policy <u>here</u> .				
To pay with a check or cash, mail or deliver to the City of The Dalles Public Works Department, 1215 West 1st Street, The Dalles, 9705 during business hours, weekdays 7:00 a.m. to 4:00 p.m. To pay with a check or cash, mail or deliver to the City of The Dalles Public Works Department, 1215 West 1st Street, The Dalles, 9705 during business hours, weekdays 7:00 a.m. to 4:00 p.m. To like applicant, certify that I have read and understand the Street Banner Permit Policy * Please indicate method of payment * Liability Release for Street Banner Placement Private Organization Public Agency Individual * Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between:	·	rks Department at (541) 296-5401. There is a processing fee.			
 I, the applicant, certify that I have read and understand the Street Banner Permit Policy * Please indicate method of payment * Liability Release for Street Banner Placement ✓ Credit Card ☐ Private Organization ✓ Public Agency ☐ Cash ☐ Individual * Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between: 	To pay with a check or cash, mail or delivery	ver to the City of The Dalles Public Works Department, 1215 West 1st Street, The Dalles, 9705			
* Please indicate method of payment Credit Card Check Cash Private Organization Public Agency Individual * Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability Release for Street Banner Placement Individual * Upload Proof of Liability Insurance * Release between:	*				
✓ Credit Card Check Public Agency Individual * Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between:	I, the applicant, certify that I have read a	nd understand the Street Banner Permit Policy			
□ Check □ Cash □ Individual * Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between:	* Please indicate method of payment	* Liability Release for Street Banner Placement			
Check Cash * Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between:	✓ Credit Card	☐ Private Organization			
* Upload Proof of Liability Insurance Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between:	☐ Check	_			
Choose File No file chosen The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between:	☐ Cash	_			
The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between:	* Upload Proof of Liability Insurance				
The Upload Proof of Liability Insurance field is required Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between:	Choose File No file chosen				
Liability insurance must be valid on the preferred date of placement and at least one month following the date of preferred placement. * Release between:		ed			
Columbia Gorge Community College	* Release between:				
	Columbia Gorge Community College				
Name of private organization, public agency or individual	hereinafter known as "the Permittee" and the C	Lity of The Dalles.			

claims, demands, action, causes of action, cost, and expenses of whatsoever nature arising from the condition of the street banner which is provided to the City for placement.

The Permittee shall hold harmless and release the City of The Dalles, its employees, agents and representatives, against any and all damages,

10/27/25, 12:13 PM Revize Online Forms

For public agencies this release applies only to the extent permitted by Article XI, Section 7 of the Oregon Constitution and by the Oregon Tort Claims Act.

Acknowledgement of Permittee Responsibility

Failure of the Permittee to meet the requirements of this permit and the Street Banner Permit Policy will result in a Stop Work Order and possible revocation of the permit.

By clicking submit and pasting or typing your name/signature in the signature line, you confirm you have read, understood, and affirmatively agree to be bound by the terms and conditions described.

* Applicant Signature

Thomas Penberthy

This permit will be considered a public document. All information submitted will be accessible to the public, in its entirety, on the City's website.

History

Update By: Jean Corbin

Public - 30 minutes ago () - #1

- Changed status from Open to Acknowledged
- Sent templated email: Permit Application Received Public

Update By: Jean Corbin

Private - 30 minutes ago () - #2

- Changed status from Acknowledged to Reviewed
- Changed assigned user from Public Works to David Mills
- Added Attachments:
 - Xpress Bill Pay CGCC Banner.pdf
- Sent templated email: Banner Permit Application Accepted Internal

Update By: David Mills

Private - 8 minutes ago () - #3

- Changed assigned user from David Mills to Jean Corbin
- Sent templated email: Banner Permit Issued Public

Public Works will put up the banner on Monday, November 10th and take it down on Monday, November 17th.

Update By: Jean Corbin

Private - 0 seconds ago () - #4

Changed status from Reviewed to Completed

Update Submission Status Priority Due Date Completed Y Normal Y Assigned To Department Jean Corbin Public Works - Divisions Y

10/27/25, 12:13 PM Revize Online Forms

		ment		1			_		
Normal	\$	B I	<u>U</u>	•	 三	△ ♦ □	<u>T</u> x		
		Maka Ba	st Public?						
ubmit		viake Po:	St Public:						