

Abacoa Property Owners Assembly, Inc.

**BANNER RESERVATION REQUEST**

EVENT: \_\_\_\_\_ EVENT DATE: \_\_\_\_\_  
APPLICANT: \_\_\_\_\_ PHONE: \_\_\_\_\_  
EMAIL: \_\_\_\_\_ DATE: \_\_\_\_\_

Banner Reservation Dates (Attach Graphic):

From \_\_\_\_\_ To \_\_\_\_\_

(Maximum of 2 weeks prior to event date.)

**Check desired locations:** Maximum 3. Reservations are not guaranteed.

- |                                                                   |            |
|-------------------------------------------------------------------|------------|
| <input type="checkbox"/> Donald Ross Road & Parkside Drive        | — 6' X 10' |
| <input type="checkbox"/> Donald Ross & Central Blvd. NE           | — 6' X 10' |
| <input type="checkbox"/> Donald Ross & Central Blvd. NW           | — 6' X 10' |
| <input type="checkbox"/> Military Trail & Frederick Small Road NW | — 6' X 6'  |
| <input type="checkbox"/> Military Trail & Frederick Small Road SE | — 6' X 6'  |
| <input type="checkbox"/> Indian Creek Pkwy & Greenway Blvd.       | — 6' X 6'  |
| <input type="checkbox"/> Indian Creek Pkwy & Military Trail       | — 6' X 6'  |

\_\_\_\_\_ 6X10 @ \$80.00 and \_\_\_\_\_ 6X6 @ \$65.00

Total Due: \_\_\_\_\_

**Checks Payable To:**

Abacoa Property Owner's Assembly, Inc.  
1200 University Blvd., Suite 102, Jupiter, FL 33458  
Email: [abacoaadmin@langmanagement.com](mailto:abacoaadmin@langmanagement.com)

- APOA approval is required on size and quantity of banners before you send for production. Payment will be accepted no earlier than 30 days prior to event.
- In the event of adverse weather, banners will be removed and re-installed, at which time subsequent charges will be incurred.

## EVENT BANNER SPECIFICATIONS

Be sure to provide all following specifications to banner manufacturer:

### 6 X 10 BANNERS:

- Exactly: 6' wide and 10' high.
- Mesh must be minimum of 8 ounces with edges hemmed, stitched or glued.
- Letter size must be minimum of 4 inches tall.
- Grommets Placed: Five along top edge with one in each corner spaced evenly apart to one in middle. Five along bottom edge with one in each corner spaced evenly apart to one in middle.

### 6 X 6 BANNERS:

- Exactly: 6' wide and 6' high.
- Mesh must be minimum of 8 ounces with edges hemmed, stitched or glued.
- Letter size must be minimum of 4 inches tall.
- Grommets Placed: Three along top edge with one in each corner spaced evenly apart to one in middle. Three along bottom edge with one in each corner spaced evenly apart to one in middle.

### NOTE:

- Banner design must be submitted prior to manufacturer production for approval.
- Do not have banners made before receiving APOA confirmation on size and number of banners that can be allocated for event.
- Banners must be delivered to Abacoa POA no less than 1 week before install date.

*The APOA and it's contractors are not liable for any damages to banners, including but not limited to, lost banners, improper design, weather, vandalism.*

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_