

**CITY OF ALTAMONTE SPRINGS**  
**ATTENTION GETTING DEVICE / BANNER**  
**PERMIT APPLICATION**  
**PHONE 407-571-8433 FAX 407-571-8445**

**PERMIT FEE: \$50.00**

*Submit this form 48-72 hours prior to the installation of any attention getting device, such as banners, cold air balloons, searchlights, tents/canopies 900 SQ FT & less*  
**(Double fee will apply if installed prior to permit issuance)**

*Documentation required with submittal:*

- Written permission from property owner or property manager
- Site plan indicating location of placement of attention getting device (may be hand drawn on back of application)

**INSTALLATION DATE:** \_\_\_\_\_ **REMOVAL DATE:** \_\_\_\_\_

**BUSINESS NAME:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CONTRACTOR:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**GENERAL REGULATIONS**

- Installation of attention getting devices limited to a fifteen (15) day maximum period within a six-month time frame on single-use commercial properties. Any multi-tenant or multi-unit commercial properties are limited to a ten (10) consecutive day period within any 3 month time frame (4 x per year)
- No free standing banners. All banners shall be placed on the building
- Electrical shall be connected to GFI circuit and protected damage in accordance with NFPA 70.
- Maximum height for balloons is 30 feet above roof level
- NO attachments are permitted on any tree or landscape material
- NO free standing signs
- *Attention getting devices found in violation of any of the above will be subject to removal*

I, \_\_\_\_\_, understand the general regulations stated above and agree that if at any time of inspection this attention getting device does not comply to these rules and the City's code of ordinances, the device shall be removed and the permit fee not refunded. I authorize the City to remove the device within 48 hours after the owner has been notified of any violation or if the device is not removed at the end of the permit period.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**TYPE OF ATTENTION GETTING DEVICES TO BE USED:** \_\_\_\_\_

**NUMBER OF ATTENTION GETTING DEVICES TO BE USED:** \_\_\_\_\_

\_\_\_\_\_  
Code Enforcement/BFSD

\_\_\_\_\_  
Date

Approved     Denied