



Roanoke Voyages Corridor

ROANOKE VOYAGES CORRIDOR BANNER POLICY

- Events and/or activities must take place on Roanoke Island.
- Applications shall be processed in the order in which they are received.
- The Corridor Administrator and/or Corridor Committee shall review all applications, and at their sole discretion, issue a Banner Certificate.
- There is no fee for the Certificate or installation/removal. This is done as a courtesy of the Town of Manteo and the Roanoke Island Commission.
- Event organization is responsible for providing banner for event.
- One banner per event may be displayed for a period of 14 days, with a 14-day extension permitted, provided space is available.
- Promotion of each event is limited to a total of 28 days per calendar year.
- Banner size may not exceed 4' height x 24' width.
- Banners shall be constructed, designed and fabricated according to specifications approved by the Corridor Administrator.
- Sketch must accompany application and include the following information:
 - Dimensions of banner
 - Construction material – mesh, vinyl or the like.
 - Fabrication techniques – grommet locations (see diagram), wind cutouts,
 - Lettering or text
 - Symbols, icons, graphics and the like
- Applicant must deliver banner to Roanoke Voyages Corridor Administrator at least one (1) week prior to date requested for installation.
- Applicant must pick up banner at Roanoke Voyages Corridor Office no later than one (1) week after banner is removed.
- Any banner that becomes torn, damaged or destroyed shall be removed as soon as practicable.
- Contact Information:
 - Office of the Corridor Administrator
Roanoke Island Festival Park Administration Building
One Festival Park
Manteo, NC 27954
 - Phone: 252-475-1500 x 228
 - Office Hours Vary: leave message

Effective January 20, 2006

ROANOKE VOYAGES CORRIDOR

One Festival Park • Manteo, North Carolina 27954 • (252) 475-1500 • FAX (252) 475-1507



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APPLICATION FOR ROANOKE VOYAGES CORRIDOR BANNER CERTIFICATE

Event Organization: _____

Partnering Agency (check one):

- Town of Manteo Roanoke Island Festival Park Roanoke Island Commission
 Dare County NC Maritime Museum-RI NC Aquarium on RI
 Ft. Raleigh NHS The Elizabethan Gardens US Fish & Wildlife Service
 The Lost Colony Roanoke Island Historical Association

Event Contact Person: _____

Address: _____

Phone: _____ **Fax:** _____

E-mail Address: _____

Date Requested: Begin _____ **End** _____

Additional Dates Requested If Available:

Begin _____ **End** _____

Application Received

Sketch Received

Application approved based on drawing submitted. Any change in banner construction or text without approval of Corridor Administrator will void this permit.

Event Applicant Signature and Title Date: _____

Partnering Agency Signature and Title Date: _____

Corridor Administrator Date: _____

Date Received in RVC Office: _____ App #: _____