

**Mayor Neal P. Rochford**  
*Director of Public Affairs & Public Safety*  
**Commissioner Jeffrey Stephen Kasko**  
*Director of Revenue & Finance*  
**Commissioner John Moscatelli**  
*Director of Public Works, Parks & Property*



**Borough of Haddonfield**  
Camden County, New Jersey

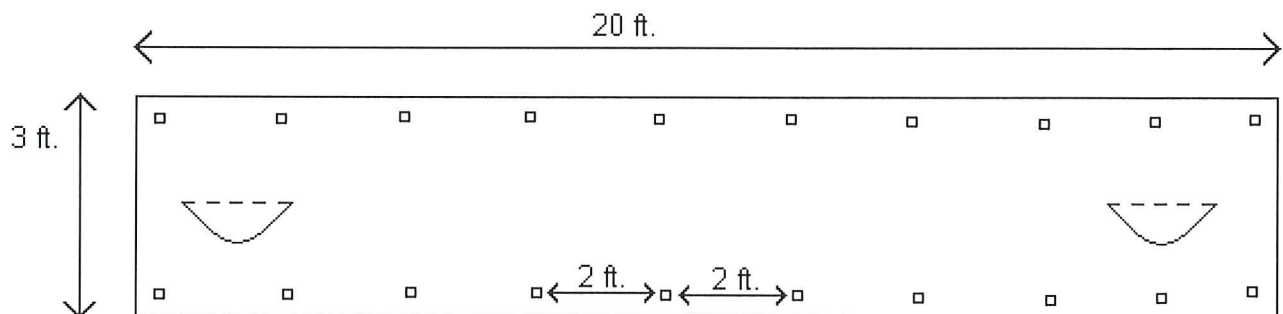
## Banner Specifications

### PHYSICAL BANNER INFORMATION

1. Material – Canvas/Vinyl (no paper type or letters fastened to rope).
2. Size – three feet high by twenty feet long.
3. Eye-lets – banner to have eye-lets in all corners and every two feet across the top and bottom of banner.
4. Air Holes – air holes required in banner to allow stability.
5. Sponsors – coverage of no more than 10% of overall banner area is allowed.

### REQUESTS TO BOROUGH HALL

1. Requests (NEW BANNERS) – request to hang banner must be made in writing at least two months in advance to the attention of the Borough Clerk at the above address along with copy of artwork.
2. Requests (EXISTING BANNERS) – request to hang banner must be made in writing at least 30 days in advance to the attention of the Borough Clerk.
3. Wording – needs to be submitted at time of request to Borough Hall. All information on the banner, if being used again, must be updated each year.
4. Time – length of time banner requested to be displayed (banners are normally hung on Mondays for one week).
5. Approvals will be in writing.
6. Requesting organization will be responsible for delivery of organizations' banner to the Public Works facility, 555 Centre Street, in advance of hanging and picking up after banner taken down.
7. Banners will not be stored at Borough Hall or Public Works.



BANNERS ARE TYPICALLY HUNG BACK-TO-BACK WITH  
ANOTHER ORGANIZATION'S BANNER  
IT IS YOUR CHOICE TO HAVE IT MADE SINGLE- OR DOUBLE-SIDED  
242 Kings Highway East, Haddonfield NJ 08033-0969  
(856) 429-4700 - phone • (856) 795-1445 - fax • [www.haddonfieldnj.org](http://www.haddonfieldnj.org)