

## Banner Permits

The information on this sheet does not guarantee that a permit is required. Each nonprofit must verify the need for a permit. **The nonprofit has the final responsibility for providing a permit with the banner when delivered to our site. Constellation Energy/BGE will not hang a banner if a permit is needed and not provided at time of banner delivery.**

<u>State Highway Administration – District #4</u>	<u>State Highway Administration – District #5</u>
Harford and Baltimore Counties	138 Defense Highway
2323 West Joppa Road	Annapolis, MD 21401
Lutherville, MD 21093	410.841.1005
410.321.2780 or 410.321.2781	
<u>State Highway Administration – District #7</u>	
5111 Buckeystown Pike	
Frederick, MD 21704	
1.301.624.8140	

Constellation Energy/BGE does not hang banners within the Baltimore City limits. However, Baltimore City hangs banners at various locations in the city for a fee and a permit is required.

Baltimore City Department of Public Works  
200 North Holiday Street  
1<sup>st</sup> Floor - Lobby  
Baltimore, MD 21202  
410.396.6865

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## Banner Specifications

1. Oil cloth banners must be no less than 1/8" thick and must be stitched firmly to ropes.
2. Net banners are to be securely attached to ropes by sewing or stapling.
3. A minimum of 200 feet of 3/4" manila or 1/2" nylon rope must accompany the banner (100 feet for top and 100 feet for bottom)
4. Banner must have a minimum width of 4 feet and a maximum width of 6 feet.
5. Banner must have a minimum length of 18 feet and a maximum length of 25 feet.
6. Banners must have a label attached containing the organization's name, address and telephone number, the contact person's name and telephone number. Also, the message of the banner should be displayed.
7. Banners must be picked up within two weeks of the date the banner is scheduled to be removed from display. **(Banner MUST be picked up within TWO WEEKS after taken down or it will be discarded.)**