



TAVISTOCK TOWN COUNCIL

CONDITIONS FOR BANNER / POSTERS: ADVERTISING

1. Advertising space is available for users Tavistock Town Council venues and open spaces or on rare occasions for other appropriate community events only.
2. Advertising space is limited so is on first come first served bases.
3. Advertising space is available for 6 days at a time with Monday being our designated switch over day for banners. All banners need to be in our possession at least 3 days before switch over day otherwise will not be flown and collected within 7 days of being taken down.
4. Advertisers must supply all banner / posters in a clean and tidy condition to the agreed sizes, banners 2ft 6 x 12ft landscape and posters 5ft 2.5 x 3ft 5.25 portrait.
5. The Town Hall management will have the final say on the Councils behalf as to the suitability of all advertising material.
6. The Town Council holds no responsibility for damage to any materials supplied for use arising from natural conditions i.e.; weather etc.
7. These Conditions may be amended by the Council at any time.

The signing of these Conditions is in acceptance and agreement of compliance in their entirety:

Signed:

Date:

Event name and date:

Organisers contact details:

Payment date:

Your privacy is important to Tavistock Town Council which is subject to the General Data Protection Regulation. To view a copy of the Council's Privacy Notice and related information visit the 'Council Rules Policies & Procedures' section of the [Tavistock Town Council website](#) or telephone 01822 616134.