



Application for Flying a Community Organization's Flag

Consideration will be given to the order in which applications are received.

Please note: To have an application placed on an upcoming Council agenda for approval, submit this form at least one month prior to the date being requested. Once Council reaches a decision, you will be advised by staff through the contact information you provide below. If approved applicants do not have flags available to be flown, the Town will work with the community organization to purchase the flags. Approved applicants will be requested to provide a jpeg of their flag, along with promotional text/media release. Approved flags may be dropped off at Town Hall.

Community Organization Requesting Flag to be Flown:

Flag to be Flown: _____

*provide/attach image with application.

Significance of Flag: _____

*If additional space is required, please attach information to the application form.

Requested Duration: _____

The following information will be used for communication purposes by the Town:

Contact Person: _____

Contact Address: _____

Contact Phone: _____

Contact Email: _____

Please indicate the dates of the period that your organization would like the flag to be flown, along with a second choice should the first choice be unavailable:

First Choice: _____ Second Choice: _____

FOR OFFICE USE ONLY

Date/Time Received: _____

Council Approval Required: Yes No If No, original approval date: _____