



VILLAGE OF  
**PINCKNEY**

220 S Howell Street, Pinckney MI 48169  
Phone: 734-878-6206

# MAIN STREET BANNER APPLICATION

Application must be made not less than 60 days prior to the anticipated installation date. We recommend that you DO NOT purchase the banner until the approval process is complete.

Organization Name: Peoples Church

Organization Address: 500 W Main St.

Applicant Name: Glenda Recker Phone: 248-794-6102

Applicant email: glenda@peoplespinckney.com

Type of Event: Memorial Day in the Park Date of Event: May 25, 2026

- The intent of the banner must be the announcement of a community event for nonprofit/charitable groups including civic groups, such as Chamber of Commerce, service clubs, churches, and similar groups.

Date of Installation: By May 13, 2026 Date of Removal: May 25 or 26, 2026

- The permit will be valid for banner to be up a maximum of 14 days. Banner approval may be reduced to 7 days based on number of requests for the requested dates. Village of Pinckney events and activities will be given priority over all other requests.



Attach banner diagram, proof or mock-up

- Banner Specification:
  - Banner must be made of non-combustible, opaque material. get specification on material
  - Banner will be 26-feet long by 30-inches high, with a minimum of 22 and a maximum of 28 wind flaps, 7" to 8" in diameter. They MUST HAVE WIND FLAPS. Create detail
  - Banner must be two sided.
  - Grommets will be secured in the top and bottom of a fortified border every two feet apart (14 grommets per top and bottom border, 28 total) with 5/16" spring snap hooks attached to grommets. Ends of banner will be secured using 3/8" nylon rope. (this will go in detail)
  - Banner maker may not advertise on banner.
  - Banners that do not meet the specifications will not be approved.
- All banner designs must be approved by the Village Council and actual banner and hardware must be approved by Qualified Village Agent prior to install.
- Banner must not contain private sponsorship information or commercial logos. If the non-profit event is being held at a commercial establishment, the banner may give the physical address (i.e. 500 Main) but not the name of the commercial establishment.

Installation Company: \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ email: \_\_\_\_\_

- All banners will be hung by a sub-contractor arranged and paid for by applicant. Company installing banner must provide an emergency number to Village of Pinckney in case of banner failure.
- Traffic control to install and remove banner must be coordinated with the Village of Pinckney Police Department.

**Indemnification Statement**

To the fullest extent permitted by law, the Peoples Church (Name of applicant/organization) agrees to defend, pay on behalf of, indemnify, and hold harmless the Village of Pinckney, its elected and appointed officials, employees, volunteers, and others working on behalf of the village of Pinckney against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the Village by reason of personal injury, including bodily injury or death and/or property damage including loss of use thereof which arises out of, or is in any way connected or associated with this event. Peoples Church (Name of applicant/organization) agrees to be held liable for the conduct of the event and each of its participants.

Applicants Signature: \_\_\_\_\_ Date: 3/18/26

Commercial General Liability (CGL) Certificate of Insurance from the sponsoring organization must be provided with the application. The certificate requirements are as follows:

- CGL limits equal or greater than \$1,000,000 per Occurrence;
- Listing the Village of Pinckney, 220 S. Howell St., Pinckney, MI 48169 as Additionally Insured, including all elected and appointed officials, employees, volunteers, boards, commissions and all authorities and their boards, employees and volunteers;
- Listing the Village of Pinckney, 220 S. Howell St., Pinckney, MI 48169 as Certificate Holders;
- Must state that 10 days advanced notice be given of cancellation.

**Approvals:**

Permit approved

Permit Denied Reason for denial: \_\_\_\_\_

Date of Council Action: \_\_\_\_\_

Signature of Village Clerk: \_\_\_\_\_ Date: \_\_\_\_\_



peoples  
church

PEOPLESPINCKNEY.COM

# MEMORIAL DAY CELEBRATION

Free Food & Family Fun in the Park Before the Parade



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/18/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Shilton & Associates, Inc. Dave Shilton 660 Cascade West Parkway, SE Grand Rapids, MI 49546 Jared Nathan Shilton	CONTACT NAME: Jared Nathan Shilton
	PHONE (A/C, No, Ext): 616-956-5300 FAX (A/C, No): 616-956-9993
	E-MAIL ADDRESS: jared@shiltoninc.com
	INSURER(S) AFFORDING COVERAGE
	INSURER A: Brotherhood Mutual
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

INSURED: People's Evangelical Free Chur  
500 West Main St  
Pinckney, MI 48169

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	21M5A0385272	07/11/2025	07/11/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder listed as additional insured including all elected & appointed officials, employees, volunteers, boards, commissions, all authorities & their boards, employees & volunteers with respect to the banners to be hung 05/13/26 to 05/26/26. Coverage is subject to terms of the policy. To give 10 days advance notice of cancellation.

## CERTIFICATE HOLDER

## CANCELLATION

VILLAGEP Village of Pinckney 220 S Howell St Pinckney, MI 48169	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Jared Shilton</i>
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