

**PLEASE FAX TO THE OFFICE OF MARKETING AND
COMMUNICATION
FAX: 940-898-3463
PHONE: 940-898-3456**

**TWU PEDESTRIAN BRIDGE BANNER
APPROVAL REQUEST FORM**

Name: _____

Organization: _____

Address: _____

Telephone: _____ Fax: _____

E-mail: _____

Faculty/Staff Sponsor: _____

I am requesting approval to hang a banner on the TWU Pedestrian Bridge for the following dates:

Beginning: _____ Ending: _____

Note: Banners are hung and removed from 8 a.m.- 5 p.m. Monday-Friday only.

Signature: _____

Date Submitted: _____

Dimensions of Banner (required): _____

Note: A sketch or photograph of the banner must be attached to this form.

Marketing & Communication Use Only

Date Received: _____

Approved By: _____

Date: _____

Approval Denied By: _____

Reason: _____

Date: _____

Banner to be hung on bridge:	Center	Left	Right
	North	South	Both