



## Prosper ISD Banner Advertising Guidelines for Athletic Venues



PISD is proud to offer an opportunity for community business partners to work with approved PISD booster clubs to gain exposure for their business at select district campuses and athletic venues. 100% of the banner proceeds goes right back to the athletic program in which the business is advertising with.

### **Guidelines:**

- Boosters can only sell signage at the campus they represent, and at the venue in which their sport is played.
- The PISD Booster Banner Agreements must be submitted by the participating booster club and filed with the Athletic Dept. in order to receive the advertising agreement required for participation.
- Banner space is subject to availability.
- Outside banners must be 3'x 5' vinyl banners with metal grommets.
- PISD does not insure company-provided banners and is not responsible for any intentional or unintentional damages.
- PISD must approve ALL advertisers AND artwork before a banner is installed. Submission of banner artwork is part of the agreement approval process.
- Banner production costs are NOT included in the cost of advertising. The district does not endorse a particular printer.
- Boosters handle the financial transaction with the advertiser. Advertiser makes check payable to the approved PISD booster club.
- A completed agreement with payment to the booster club must be received prior to banner installation.
- If an advertiser does not renew their agreement prior to the first game of the season, the banner will be removed for pick up.
- To maintain a quality program, banner agreements that are not submitted to the district within 30 days of signature are subject to resubmission, and incomplete agreements will not be accepted.

### **Banner Advertising Locations, Rates, and Sizes:**

All banner ads are displayed for one school calendar year and subject to renewal within 12 months. The advertising term is stated on the agreement. Advertisers can arrange to pick up their banner prior to the end of the term; however, no refunds will be issued.

#### Available Venues for Banners:

Rogers MS Campus Turf Field	\$400	3' x 5' vinyl banner
Reynolds MS Gym	\$400	3' x 5' vinyl banner
Rogers MS Gym	\$400	3' x 5' vinyl banner

**\*\* MAXIMUM OF 5 BANNERS DISPLAYED AT EACH LOCATION \*\***

### **Graphics and Content:**

- Advertisers are responsible for creating and supplying their own banners to be installed. This is NOT included in the cost of advertising space.
- Only 3' x 5' vinyl banners with grommets are accepted for any MS venues.
- No lighted or LED lighted banners are allowed.
- Banners may have pictures and/or text, but PISD must approve all banner designs BEFORE they are displayed.
- Banners must be one sided. Advertising on both sides of the banner is not allowed.

- Banner artwork should be submitted for approval BEFORE the banner is created. The district has final approval on all banner art. The district is not responsible for costs incurred to an advertiser should banner art need to be changed prior to installation.
- No tobacco, firearms, or alcohol advertising is permitted. PISD reserves the right to approve and/or deny any advertisements.

**Installation Details:**

Once a banner has been made, the advertiser should turn in to the booster club banner representative. The booster banner rep will bring all banners to the PISD Athletic Department. PISD will hang the banners.

Boosters and school staff are not allowed to install nor remove advertising banners without prior authorization from the PISD Athletic Department.

**Payment Process:**

Advertisers write a check to the approve PISD booster club that sold the banner.

**Quick Process Review:**

1. Advertisers must complete the Banner Advertising Agreement for the school year they are advertising in.
2. The booster then submits the completed agreement and all related materials to the PISD Athletic Dept.
3. If an advertiser is purchasing space through an approved booster, then the agreement should be initiated through that booster, who will then implement the agreement with the district.
4. PISD will approve (or deny) the agreement and communicate next steps to the booster. At this time, banner artwork is also typically submitted for review and approval. Once artwork is approved, the booster will be notified so the banner can be made.
5. Once completed, the banner will be installed by PISD.
6. Banners that are hung without agreements will be subject to immediate removal.



# PROSPER INDEPENDENT SCHOOL DISTRICT

605 E. Seventh St. Prosper, TX 75078 Phone: 469-219-2000

## 2018 - 2019 BANNER ADVERTISING BOOSTER AGREEMENT

### FOR APPROVED, UIL ATHLETIC PISD BOOSTER CLUBS

Prosper Independent School District offers a banner advertising program to approved, UIL Athletic booster clubs that support various high school programs. Through the Banner Advertising Program, PISD approved, UIL Athletic Booster Clubs receive District approval to solicit banner advertising as outlined in the PISD Banner Advertising Guidelines. 100% of banner advertisement revenue goes directly to the selling Booster Club.

Booster clubs that do not follow the PISD Banner Advertising Guidelines may be subject to disqualification and removal from the PISD Banner Advertising Program.

**This agreement is established between Prosper Independent School District and the booster club indicated below.**

\_\_\_\_\_, an approved, UIL Athletic, PISD Booster Club, requests to participate in the PISD Banner Advertising Program for the 2018 – 2019 school year and will abide by the PISD Banner Advertising Guidelines.

As representatives of this booster club, we acknowledge we have read and fully understand the 2018 -2019 Banner Advertising Guidelines as provided to us by the District. Furthermore, we agree that our booster club will be held fiscally responsible to collect all banner advertising payments. We also understand that advertising banners will NOT be installed without payment received AND artwork approved. ***This completed agreement MUST BE ON FILE in order to participate.***

**Official Name of Booster Club:** \_\_\_\_\_

**Booster Club President (please print):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Booster Club Banner Sales Rep. (if different from President):** \_\_\_\_\_

*(Include additional sales reps on the back of this document.)*

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Daytime Phone:** \_\_\_\_\_

**Booster Club Sponsor (PISD Staff/Coach):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Email:** \_\_\_\_\_

Prosper ISD Authorized Signature

Date Received



2018-2019 BANNER ADVERTISING AGREEMENT

Prosper Independent School District (PISD) agrees to display paid advertising via temporary sideline banners at the agreed upon athletic facility. This agreement is established between PISD and the Company indicated below. Since public school policies are subject to change due to legislative action and other outside influences, PISD reserves the right to terminate any advertising arrangements that conflict with district policy or legislation. No signs or banners shall include tobacco, firearms, alcohol, or political advertising. PISD reserves the right to approve and/or deny all advertisements. Advertising will be accepted on a first-come-first-serve basis as space permits and artwork must be consistent with district policies. No lit or LED banners will be accepted. Banners must only display advertising on one side and specific placement inside the venue is not guaranteed. Once banners are installed, they will not be moved to a new venue during the contract term. The Company agrees and understands that PISD must approve artwork provided by the Company before banners are installed. The Company will provide its own banner at its own expense, including all creative and actual production costs. Banner sizes will be dictated by venue (as noted below) and must be adhered to. PISD does not warranty Company provided signs and retains the right to remove unsightly banners without refund of advertising fee. The district will notify Company in advance of any such action. Incomplete agreements will not be accepted. If you have any questions regarding this agreement, please call 469-219-2215.

Company: \_\_\_\_\_
Company / Organization Name

Today's Date: \_\_\_\_\_
Agreement Term: 12 months from signature date

Authorized Representative: \_\_\_\_\_
(Please type or print name and title)

Signature of Authorized Representative: \_\_\_\_\_

Representative E-mail: \_\_\_\_\_

Billing Address: \_\_\_\_\_
Address City Zip

Daytime Phone: \_\_\_\_\_

If banner advertising is purchased through a PISD approved booster club, please complete the following information:
(Boosters can only sell advertising at the campus they represent and at the venue in which their sport is played. No school or booster club can sell advertising for another school's campus, nor for a stadium, in which they are not considered the home team.)

Booster Club Name: \_\_\_\_\_

Booster Sales Rep: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_
(Please print name and booster club position)

Booster Sales Rep Email: \_\_\_\_\_

Please check requested advertising location for your banner:

Campus Venue Price: \$400
(All athletic banners must be vinyl and sized 3'tall x 5'wide.)
A MAXIMUM OF 5 BANNERS PER VENUE WILL BE DISPLAYED

- SELECT VENUE
Rogers MS Turf field
Reynolds MS gymnasiums
Rogers MS gymnasiums

Total amount due: \_\_\_\_\_
\*If you are purchasing advertising through a booster club, please make checks payable to that specific booster club

FOR INTERNAL USE ONLY

Agreement Received:
Artwork Received and Approved:

Payment Received:
Work Order Submitted:

Prosper ISD Authorized Signature: \_\_\_\_\_
(Director of Athletics)

Date Signed: \_\_\_\_\_