
Eketāhuna Our Town Inc.

32 Main Street

Eketāhuna 4900

New Zealand

eketahunakiwicountry@xtra.co.nz

Flagtrax & Entry/Exit Sign Booking Form

Names:

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Organisation:

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Address:

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Telephone:

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Email:

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Rental Dates:

From:

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To:

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Design, Wording,

Graphics

Wording:

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Prior written approval of design, imagery and wording is required from Eketāhuna Our Town Inc. before any booking is accepted. Written approval will be provided by email.

Check List

- Copy of Image or digital graphics file.
- Contact Details
- Requested Dates.
- Detail of Organisation or Individual Flags will be representing.

Please Note:

Flags & Signs must be provided by the User.

Only FlagTrax flags manufactured by Flagmakers Ltd, 8 Waione Street Petone, Lower Hutt 5012, 0508 352 462 <https://www.flagmakers.co.nz> may be used.

Only signs manufactured to fit our Entry & Exit sign slots by The Sign Factory 47 Victoria Street, Masterton 5810, 06 378 7179 <http://signfactory.co.nz/> may be used.

A completed booking form, including either a digital or printed copy of the proposed Flag design/Sign Wording must be submitted to Eketāhuna Our Town Inc.

Forms can be submitted online, by email to flagsigns@eketahuna.co.nz or presented at the Information Centre or Eketāhuna Library. Date of receipt will be considered the date the application has been made. The application will then be considered by the Eketāhuna Our Town Sign/Flag subcommittee for approval. Once approved in writing payment is due.

Flags and signs must be delivered to the Eketāhuna Information Centre a week prior to installation and must be collected no later than a week after the rental period has concluded. Eketāhuna Our Town will not be responsible for returning signs and flags unless a prepaid, self-addressed, courier pack is provided from a courier company.

Date:

Signed: