



Milford Recreation Department
Parsons Government Complex
70 West River Street
Milford, CT 06460
phone: 203-783-3280

CITY OF MILFORD RECREATION DEPARTMENT

APPLICATION TO PLACE SIGN ON PUBLIC PROPERTY

1. No signs are allowed on the following areas:
 - Center Green
 - North Street Green
 - City Hall Green
 - Rivercliff Esplanade
2. Signs may be placed at the following locations provided permission has been received from the Park, Beach, and Recreation Commission:
 1. Old Gate Lane Green – facing New Haven Avenue (RT#162)
 2. Green Opposite the Milford Public Library
 3. Boston Post Road and North Street Green
 4. Green on Corner of Prospect Street and River Street – facing Cherry Street
3. Applicants must represent a civic or non-profit organization located in Milford. Each applicant will be allowed no more than one (1) sign at a time.
4. An application must be submitted to the Recreation Department at least three (3) weeks prior to the intended date of the placement of the signs. **A copy of the signage must be submitted with this permit.**
5. Signs must meet the following standards:
 - a. The maximum size of the sign may not exceed twenty (20) square feet.
 - b. No dimension shall exceed six (6) feet
 - c. No signs may be staked into or dug into the ground
 - i. “A Frame” style signs are preferred
 - ii. “Lawn” style signs are allowed
 - iii. Decal must be visible on sign
6. Signs may be placed no earlier than two (2) weeks prior to the event and must be removed within twenty-four (24) hours after the event. Failure to comply will jeopardize future requests for signage.
7. Illegally placed signs will be removed and disposed of by the City of Milford. The organization responsible for placing an illegal sign will jeopardize its future requests for signage.
8. Exception to the above policy may be made by the Park, Beach and Recreation Commission in requests involving special circumstances or instances where the granting of an exception will fulfill an overriding community interest or need.

Updated January 2026



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Application #

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Applicants must represent a civic or non-profit organization located in Milford. Each applicant will be allowed no more than one (1) sign at a time. An application must be submitted to the Recreation Department at least three (3) weeks prior to the intended date of the placement of the signs. **A copy of the signage must be submitted with this permit.** This permit is non-transferable.

Approved signs may be placed no earlier than two (2) weeks prior to the event and must be removed within twenty-four (24) hours after the event. Failure to comply will jeopardize future requests for signage. Approved signs must clearly display a valid decal on one (1) side of the sign.

Sponsoring Organization

501c(3) Number

Date of Application

Sponsor Representative

Address

Phone

Phone

E-Mail

2nd Sponsor Representative

Address

Phone

Phone

E-Mail

Purpose of Event

Date(S) of Event

Location(s) Requested - * No signs may be staked into or dug into the ground*

☐ #1 - Old Gate Lane

☐ #2 - Green opposite Library

☐ #3 - Post Rd & North St

☐ #4 - Prospect St & River St

The maximum size of the sign may not exceed twenty (20) square feet. No dimension shall exceed six (6) feet.

The undersigned agrees acknowledges that they have read the Policy Regarding the Placement of Signs on Public Property (see page 2) and agrees to abide by them.

Signature of Sponsor Representative

Date

Signature of Director of Recreation

Date

Decals Issued

☐ Yes

☐ No

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INDEMNITY AGREEMENT – SIGN PERMIT

INDEMNITOR: _____
(Name of Applicant / Organization / Sign Permit Holder)

EVENT: _____

DATE(S) OF EVENT: _____

In consideration for permission to hold the above-described sign permit within the territorial limits of the City of Milford on the aforesaid date(s) the above-named **INDEMNITOR** does hereby indemnify and hold harmless the **CITY OF MILFORD** for any and all claims for damages or injury to persons or property to the extent of the **INDEMNITOR'S** insurance coverage as required by the City of Milford which may arise out of the **INDEMNITOR'S** use of the public places, which are accepted in an "as is" condition. Indemnification shall include the duty to expend reasonable attorney's fees for the defense of any such claim. Except as to general premises liability, it is understood and agreed that indemnification does not extend to claims for injuries or damages which are caused by the negligence or other misconduct of City officials or employees on the day(s) of the above-described event and does not extend to any location not under the control of the **INDEMNITOR** and does not extend to circumstances which are completely unrelated to the activities of the **INDEMNITOR**.

This Agreement shall supersede any and all indemnity or hold harmless agreements previously executed for the above-named **INDEMNITOR** to be held on the aforesaid date(s) and has been approved by the Milford City Attorney's Office as sufficient to constitute the sole indemnity agreement for the above-described event between the **CITY OF MILFORD** and the above-named **INDEMNITOR**.

Dated this ____ day of _____, 2026.

INDEMNITOR: _____
(Name of Applicant / Organization / Event Holder)