

Special Event Permit 2010-360
Banners on Building

1 inch = 300 feet

Alterra™ Bank

June 30, 2010

The City of Overland Park
Attention: Patty Glynn
8500 Santa Fe Drive
Overland Park KS 66212-2866
Via Email: Patty.glynn@opkansas.org

RE: Special Event Sign Permits

Dear Patty;

This letter is to request the assistance of the City of Overland Park. 1st Financial Bank was purchased as of April 30, 2010. Immediately following the closing of that sale a name change was approved, changing the name of this institution to Alterra Bank. This requires the rebranding of our bank to include new signage.

We currently hold special event permits to display our temporary banners at our location: 11120 W 135th Street, Overland Park, KS 66221. The special event permit we received was for 4-10 day periods to expire on July 10, 2010. We have come to realize that the special event sign permits will expire before our permanent signage is in place.

Our timeline is as follows:

6/29/2010: received final estimates/bids from signage companies
6/29/2010: signed estimate to do business with FastSigns of Overland Park, KS
Approximately 3 days to obtain permanent sign permits
Approximately 3 weeks to produce the signage
Approximately 2-4 days for installation once delivery has been confirmed.

According to this timeline, we would not have permanent signage completed until the week of August 9th assuming the process begins today and there are no delays.

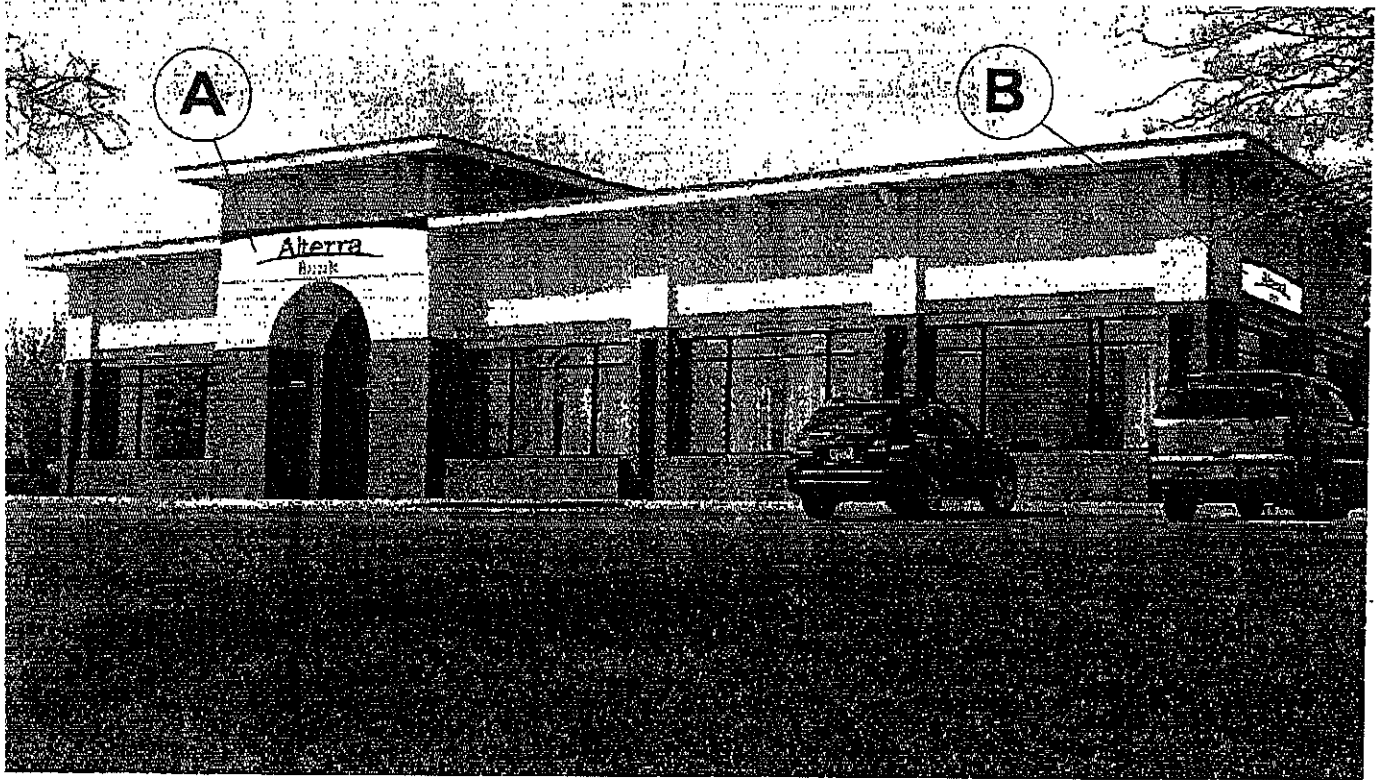
Alterra Bank respectfully requests a 2 day extension from July 10-12 while we submit our request to City Council, and we would then request an extension to August 13 from City Council to allow us the necessary time to complete this process.

I sincerely appreciate all the help you've provided thus far in this process. Please advise as to our next steps or whether you need further information from me.

Sincerely,

Barbara Campbell
Executive Assistant

Overland Park



A) 1, 18' x 5' Banner



B) 1, 10' x 3' Banner



24" x 18" Yard Signs



18" x 10" Door Decals

