

Village of Clinton, Village Green Sign – Request Form (Town of Kirkland Announcement Board)

Name of Organization: _____

Are you a nonprofit: Yes or No

Type of Activity: _____

Requested Post Dates: _____ To _____

Post earlier if possible: No or Yes, starting when _____

Option A: (3 Lines)

Option B: (2 Lines)

Option C: (1 Line)

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Contact Name: _____

Contact Number: _____

Date Submitted: _____

Due to possible conflicts in the volume of sign postings, ALL three message blocks should be filled in. The sign committee will adjust sign message postings to fit available space.

Guidelines:

1. Messages will be posted for one week’s duration, longer if no other messages are requested prior to the event.
2. All requests for space should be received at least two weeks prior to posting.
3. Space will be allocated on a first come, first served basis.
4. No commercial advertisements will be accepted.
5. No weekly, monthly, or yearly schedules will be accepted.
6. All requests for space should be emailed to villageofclintonnysign@gmail.com
7. Please be sure to submit complete information including day, date, time of event & title, purpose if not for profit fund raiser.