

# Reese Area Community Sign

## *Guidelines & Message Request Form*

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- ❖ Messages will be prioritized and scheduled to appear on a first come, first serve basis.
- ❖ Events organized by the Village, Chamber of Commerce, and the Reese Unity District Library will be given first priority.
- ❖ Events taking place in the Reese area and sponsored by local civic, community, sports, school, church and non-profit groups will have priority over events taking place countywide or in neighboring communities.
- ❖ Messages will appear for a maximum of two (2) weeks.
- ❖ Political messages are prohibited.
- ❖ The Partners have the authority to determine the appropriateness of the message content.
- ❖ Make out Checks to: Village of Reese
- ❖ Message Request Forms can be obtained from, and then returned with payment to: The Village of Reese, P.O. Box 369, 2073 Gates Street, Reese, Michigan 48757
- ❖ **Request must be submitted at least 14 days (10 working days) Prior to the posting date.**

### Fee Schedule

User	Cost	Number Days Run
Partners (Village, Library, Chamber)	\$0	Unlimited
Reese Area Nonprofits & Civic Groups	\$10.00	7
Reese Area Established Faith Based Organizations & Churches	\$10.00	7
Reese Area Individuals	\$10.00	7
Nonprofits & Civic Groups "Not Located in the Reese Area"	\$30.00	7

### Community Sign Message Request Form

Applicant's Name: \_\_\_\_\_ Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Name of Organization: \_\_\_\_\_ Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Message Starting Date: \_\_\_\_\_ Message Ending Date: \_\_\_\_\_

### Desired Message

*Please keep messages as short as possible.  
Longer messages may result in a smaller print size.*

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