City of Sylvania

LED SIGN MESSAGE REQUEST APPLICATION

(Located at the corner of Main and Monroe Streets)

Organization/Group Name:_____

Contact Person:_____

Phone #_____**Fax#**_____

E-mail:_____

Dates Requesting to Display Message:

Beginning:_____ **End:**_____

Mail or Fax Application to:
Mayor's Office
LED Message Request
6730 Monroe Street
Sylvania, OH 43560 FAX#(419)885-8927

Questions/More Information:
Laura Bigelow (419)885-8925

Application must be received at least ten (10) working days prior to requested message start date. For quicker display of message, please email the text and graphics file to lbigelow@cityofsylvania.com.

There are six (6) lines of up to ten (10) characters including spaces and punctuation available per message panel. Print the message as you would like to see it appear on the sign. Please keep details brief. You may submit up to two (2) more panels, just copy and attach to application. Staff reserves the right to edit/abbreviate if necessary.

PANEL 1

Line 1										
Line 2										
Line 3										
Line 4										
Line 5										
Line 6										