



Community Information Sign Message Request Form

Please print your event or notice on the spaces provided below. The total message should not exceed three (3) message blocks. Please keep the message as brief and as simple as possible. Return the completed form to Clerk-Typist, Culture & Recreation Division.

Screen One

Screen Two

Screen Three

*Please provide the following details regarding your message:
(Please note: The following information will not be displayed on the sign)*

- Event / Program Name _____
- Location / Date _____
- Cost / Admission _____
- Contact Person _____
- Telephone Number _____
- Date to begin running _____
- Date to end running _____