



Town of Carthage

APPLICATION FOR LED SIGN MESSAGING

Date of Application: _____

Applicant Name	Name of Organization
Address of Organization	City, State, Zip
Phone Number	Email Address
Date Message to BEGIN	Date Message to END

Message to Be Displayed:

Digital Sign Message Guidelines

1. Town sponsored events are a priority.
2. Only non-profit and civic organizations may apply for a posting on the LED sign.
3. All postings will remain on the screen for eight (8) seconds.
4. All postings will require a written and signed application to the Town Clerk's office.
5. Only items of general interest to the public may be posted.
6. Postings are limited to only special events and fundraisers.
7. Postings are limited to three lines per event for maximum readability.
8. Postings for special events may not be made more than ten (10) days prior to or following the event.

I have read and understand the Digital Sign Message Guidelines.

Applicant Signature: _____

Date: _____

Office Use Only

Date Received: _____

Processed by: _____

on Date: _____