

The Village of Manteno

ELECTRONIC SIGN USAGE POLICY

The following are guidelines adopted by the Village Board for the usage of the Electronic Digital Sign/Message Board located at the Municipal Center. All requests are to be made in writing at least 48 hours in advance of the requested posting. Unless otherwise approved by the Village Administrator or Village President the guidelines will be followed in their entirety.

Organizations located within the Village of Manteno

The Village Government
Schools
Fire Department
Sports Teams
Chamber of Commerce
Churches
Not- for- Profit Organizations

TYPE OF ANNOUNCEMENTS

Community Events
Fundraisers
Congratulations
Meetings
Welcomes to the Community (Business)
Registration dates
School Cancellations

DURATION

Community Events-----14 days
Fundraisers-----14 days
Congratulations-----7 days
Meetings-----7 days
Welcomes to the Community (Business)---14 days

HOW TO APPLY

In Writing by filling out registration form. Forms are available on-line or at Village Hall.