

**TOWNSHIP OF SPARTA
COMMUNITY INFORMATION BOARD**

ORGANIZATION: _____ DATE: ____ / ____ / ____

CONTACT PERSON: _____

FULL ADDRESS: _____

TELEPHONE: HOME: _____ WORK: _____

Messages should be short and concise. Please include:
"What, Where and When"

PRINT YOUR MESSAGE BELOW LEAVING OPENINGS FOR SPACE BETWEEN
WORDS.

| | | | | | | | | | | | | | | | | | |
|-------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| First Line | | | | | | | | | | | | | | | | | |
| Second Line | | | | | | | | | | | | | | | | | |
| Third Line | | | | | | | | | | | | | | | | | |
| Fourth Line | | | | | | | | | | | | | | | | | |

*NOTE: The Sparta Parks and Recreation Department reserves the right to place more than one message on each side of the sign, to shorten messages and to shorten the length of time message appears.

DO NOT WRITE BELOW THIS LINE

AUTHORIZED BY: _____

AUTHORIZED LENGTH OF TIME: _____

UP

DOWN

Day: _____ Down: _____

Day: _____ Down: _____

THANK YOU FOR YOUR COOPERATION!

**TOWNSHIP OF SPARTA
VALLEY NATIONAL COMMUNITY SIGN**

ORGANIZATION: _____ DATE _____

CONTACT PERSON: _____

ADDRESS: _____

DAYTIME PHONE NO.: _____

WEEK REQUESTED: 1st Choice _____ 2nd Choice _____

Messages should be short and concise and will remain on the board for one week only beginning on Monday's. Please note that messages will be posted on a first come, first served basis.

PRINT YOUR MESSAGE BELOW LEAVING A SPACE BETWEEN WORDS

| | | | | | | | | | | | | | | | | | | | |
|-------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| First Line | | | | | | | | | | | | | | | | | | | |
| Second Line | | | | | | | | | | | | | | | | | | | |
| Third Line | | | | | | | | | | | | | | | | | | | |

NOTE: The posting of Township business takes priority and Sparta Township reserves the right to pull any message for that purpose.

DO NOT WRITE BELOW THIS LINE

AUTHORIZED BY: _____

Day Up: _____

Day Down: _____