



755 FELLOWS RD  
 GENOA CITY, WI 53128  
 262-279-6472 ♦ 262-279-6618

# COMMUNITY DIGITAL SIGN

## *“Request to Display” Form*

<b>Name of Organization:</b>	
<b>Contact Person:</b>	<b>Phone Number:</b>
<b>Date(s) of Event:</b>	<b>Posting Date:</b>

### Message to be Posted:

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**All requests for postings MUST be made in writing on this form or an event flyer can be submitted.**

**LOCAL ORGANIZATIONS MAY SUBMIT THEIR EVENTS TO THE GENOA CITY WEB-SITE [www.genoacity.info](http://www.genoacity.info) FOR PLACEMENT ON THE WEB-SITE COMMUNITY CALENDAR**

*In fairness to all organizations, the order of priority for any conflicting request dates will be Village postings, followed by local groups’ activities of a community-wide nature or interest. When 2 or more activities are requested for the same date(s), the placement decision will be made on a first-come basis.*

**The form can be mailed (P.O. Box 428, Genoa City, WI 53128), faxed (262-279-6618) or dropped off at Village Hall (755 Fellows Rd.).**

Initials: \_\_\_\_\_ Date Received: \_\_\_\_\_ Time Received: \_\_\_\_\_