



LED Sign - Message Request

Requesting Organization:	
Contact Person:	
Contact Telephone:	
Contact Email:	

- The LED Boards are limited in the number of displayable characters. It is extremely important that you provide the pertinent information.
- This LED Board can use graphics so if you wish your logo to be present, please email a digital file to the Administration Office.

Message Information

Using the space provided below, please print the information you wish to communicate on the sign. Requests should be made at least one week prior to the date you want the message to begin. The RM of East St. Paul reserves the right to change the message to work with the restrictions of the Sign. The RM of East St. Paul reserves the right to decline the request.

Event Name:	
Event Date & Time:	
Event Location:	
Requested Posting Date(s):	
Additional Information:	

Please submit this "LED Sign Message Request" form in any of the following ways:

- Email to administration@eaststpaul.com
- Fax to 668-1987
- Mail to;
 - RM of East St. Paul
 - 3021 Bird's Hill Road, East St. Paul, MB R2E 1A7
- Deliver in person to the Administration Office, RM of East St. Paul

Approved By: _____