LED Message Board
Request Form

Today's Date:_____

Requesting Organization: _____

Contact Name: _____

Contact Email: _____

Phone Number: _____

- Messages cannot be more than fifteen characters per line including spaces.
- There is no guarantee that any outside messages will be displayed.
- Message Board Request forms shall be submitted no sooner than 30 days before the event start date.
- Messages will be limited to a maximum of 10 days. Days may be altering and will be decided by the entity in charge of posting outside messages.
- Up to 1 similar message per event per entity per year.
- Up to 3 total event messages per entity per year.
- Be sure to include the event start and end date.
- Be sure to include only necessary information in the message boxes below.
- The request form review committee reserves the right to edit all messages to accommodate space availability.
- The request form review committee reserves the right to edit all messages with the established LED Message Board Use Guidelines.

Event Start Date: _____   Event End Date: _____

___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___

___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___

___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___ ___

LED Message Request forms may be submitted one of three ways:

By Mail: Paris Jimenez 205 N. Alder Ave., Granite Falls, WA 98252

Email: pjimenez@gfalls.wednet.edu Drop by: District/Administration Office