



Village Hall

5127 Oakton Street
Skokie, Illinois 60077

Phone (847) 673-0500
Fax (847) 673-0525

www.skokie.org
SkokieVision Municipal Cable
1660 AM Skokie

Council-Manager Government

Mayor George Van Dusen
Clerk Pramod C. Shah
Trustees James H. Johnson
Khem Khoeun
Ralph Klein
Alison Pure Slovin
Keith A. Robinson
Edie Sue Sutker

Manager John T. Lockerby
Counsel Michael M. Lorge

Awards and Distinctions

American Public Works Association
(APWA) Accreditation

Commission on Fire Accreditation
International (CFAI)

Gold Level Clean Air Counts
Community

Government Finance Officers
Association Budget Award

Government Finance Officers
Association Certificate of
Achievement for Excellence in
Financial Reporting

Illinois Law Enforcement
Accreditation (ILEAP)

Insurance Services Office (ISO)
Class One Fire Department

State of Illinois Certified Health
Department

Tree City U.S.A. Distinction

Village of Skokie

APPLICATION FOR SKOKIE BOULEVARD/NILES CENTER ROAD COMMUNITY EVENTS SIGNAGE

This application must be submitted at least thirty (30) days prior to the requested display. Dates and times of the display cannot be guaranteed.

DATE APPLIED _____

ORGANIZATION NAME:

ADDRESS:

CONTACT PERSON: _____

TELEPHONE: _____

EVENT NAME:

EVENT DATE: _____ (if applicable)

DISPLAY FROM: _____ **TO:** _____

I certify that I am an authorized representative of _____ and have the power to execute this application on behalf of the above named organization.

SIGNATURE: _____

TITLE: _____

DATE: _____

Page Two
Village of Skokie Community Events Sign Application

POLICY GUIDELINES FOR EVENT SIGNS

The purpose of this display is to promote community events and provide Village of Skokie public service announcements to Skokie residents. Request for display must be submitted at least thirty days in advance. Please submit the application along with a sketch of the message and/or sign.

POLICIES

- The sponsoring organization must have a community-wide membership among Skokie residents
- Only non-for-profit organizations in good standing with the Illinois Secretary of State's office shall be permitted to utilize the sign.
- There shall be no messages advocating membership in or support of religions, religious beliefs, political parties, or candidates for elected offices.
- No personal greetings (Happy Birthday, Welcome Home, etc.)
- There shall be no messages pertaining to private commercial interests.
- Messages promoting fund-raising events shall be limited to philanthropic, charitable, or educational causes of community interest.
- The Village reserves the right to refuse to display any message which does not conform to this policy and/or require a change in wording when necessary.
- Dates and times of display cannot be guaranteed. Village-sponsored programs shall have priority over all other requests.
- Applications will be processed in order of receipt and a no-fee permit will be issued before installation.

Please submit to the Village Manager's Office, Village of Skokie, 5127 Oakton Street Skokie, Illinois 60077.

Please note that sign approval is not guaranteed; applicants are encouraged to wait until receiving written display approval/confirmation from the Village before purchasing a sign.

REGULATIONS

- All signs must be professionally produced on a 4' x 8' plywood, tempered masonite or other suitable surface (banner), with a maximum edge thickness of 3/4".
- Message should be painted on both sides of sign.
- Incorporate logo or art into the message using a maximum of 6" letters, no smaller than 2". Try to keep the message to a maximum of five lines. Block letters are recommended.
- Please deliver your sign to Public Works at 9050 Gross Point Road, Skokie, Illinois 60077, between 7 a.m. and 3 p.m. on your assigned day, or contact Public Works at (847) 933-8247 if you will be installing the sign yourself.
- If you put the sign up yourself, you must be sure to put it up and take it down on your specified days. (Signs must be removed the day after the event or the 9th day of the display.) Providing a lock and cord is optional. If you do not remove your sign on the 9th day, Public Works will cut the lock and chain in order to remove the sign.
- If you do not remove your organization's sign, but wish to keep the sign, please make arrangements with Public Works to pick up your sign.

Page Three
Village of Skokie Community Events Sign Application

Please refer to the following sketch as a basis for the design of your events sign. The 2" hole is optional depending on whether you wish to use a lock and cord to secure your organization's sign.

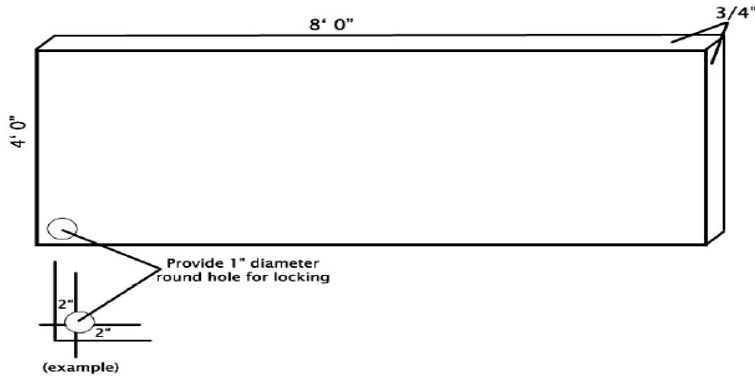


IMAGE OR SKETCH OF SIGN INTENDED FOR DISPLAY AT SKOKIE BOULEVARD/NILES CENTER ROAD

Please include sketch of message and/or sign below: