

# Loudonville Community Billboard Guidelines

Loudonville Mohican Chamber of Commerce

The Loudonville Community Billboard is used to provide publicity for community events.

The Chamber of Commerce is responsible for maintaining sign listings. All events are subject to approval by the Chamber of Commerce.

The Loudonville Community Billboard may be used for the following:

- All Chamber of Commerce events
- Public service announcements
- Non-profit/charitable events (must provide 501(c)3 tax exempt documentation)
- School functions
- Other events (non-members) are subject to a \$25 fee
- All other requests will be reviewed and subject to a \$25 fee
- Members will receive 12 posts per membership year.

Applications must be submitted to the chamber office two weeks prior to the event to the following:

Loudonville Mohican Chamber of Commerce  
131 West Main Street Loudonville, OH 44842  
[chamber@loudonville-mohican.com](mailto:chamber@loudonville-mohican.com)  
P: 419-994-4789 F: 419-994-5950

Feel free to include the event flier with the application.

# Loudonville Community Billboard Application

Loudonville Mohican Chamber of Commerce

## Contact Information:

Business/Organization Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Chamber Member: \_\_\_\_\_ Non-Member: \_\_\_\_\_ Non-Profit/Charitable: \_\_\_\_\_

## Sign Information:

Event Name: \_\_\_\_\_

Location: \_\_\_\_\_

Date(s): \_\_\_\_\_

Time(s): \_\_\_\_\_

Special wording: \_\_\_\_\_

\*\*Please be specific, the information will be used to determine the proper design.

\*\*Sign space is limited to 2 slides and will be custom built to fit the space and your desires, if there are questions you will be contacted.

The Loudonville Mohican Chamber of Commerce reserves the right to exclude requests based on priority, as established in our written guidelines.

Return Application two weeks prior to event to:

Loudonville Mohican Chamber of Commerce

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[chamber@loudonville-mohican.com](mailto:chamber@loudonville-mohican.com)

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### Office use only:

date received: \_\_\_\_\_ date designed: \_\_\_\_\_ approved: \_\_\_\_\_

run dates: \_\_\_\_\_ - \_\_\_\_\_