

## Highway 55 Message Boards - Reservation Agreement per Week Non-Profit Organizations and Chamber Members

1. You must provide \$30.00 cash or check made payable to Maple Lake Chamber of Commerce for both signs. If your message is taken down and letters returned by Monday morning after your event, you will be refunded \$10.00. If letters are not returned by then, there is no refund and the full \$30.00 will be put into the Maple Lake Chamber sign maintenance account.
2. You are responsible for the following: Filling out this form, composing message, picking out letters, putting up your message, taking down your message, and putting those letters away clean and in order.
3. You may reserve both signs at the same time unless there is a scheduling conflict. In that case, the sign on the West end of town is designated for Non-Profit organizations and the East end is designated for businesses at \$10.00 per sign.
4. Reservations are taken on a first-come first-served basis. **Signs are reserved for one week at a time, Monday to Sunday.** The Maple Lake Chamber of Commerce reserves the right to deny any message due to scheduling or content.
5. Maple Lake Lumber has volunteered to house the letters. You can obtain the letters between the hours of 8am and 5pm Monday - Friday or between the hours of 9am and Noon on Saturday. Their phone number is 320-963-3612.

Signature \_\_\_\_\_ Today's Date \_\_\_\_\_

Circle one: **Non-Profit** or **Business**                      Circle one: **West-end**    **East-end**    **Both Signs**

Organization \_\_\_\_\_ Contact Person \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_ Week of Reservation \_\_\_\_\_

Message \_\_\_\_\_  
\_\_\_\_\_

**Each board contains 2 lines of 42 spaces. Use this grid to compose your message:**


**A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 1 2 3 4 5 6 7 8 9 0 - : . ! , &**