



Silver Lake

Community of Family and History

LED Sign Advertising Request

Organization Name: _____

Proof of non-profit status (501c3) attached if not on file in City Hall.

Proof of services provided to city residents for non-profits that do not have a physical Silver Lake address attached (i.e. an organization pamphlet or flier naming Silver Lake).

Payment attached: \$25 per ad per week or a minimum \$500 donation towards the LED sign.

Contact Information:

Name: _____

Phone Number: _____

Physical Address: _____

Email address: _____

Ad Requested (must be legible and to the point):

What: _____

Where: _____

When (Date & Time): _____

Other Information: _____

Length of time requested for the ad to run (no earlier than one (1) month prior to the start date of the event and ending the day after the event).

Start Date: _____ End Date: _____

**Ad requests are due prior the first of the month of the requested start date.
If applicable, please include the poster or flyer for your event.**

Return this form to Silver Lake City Hall at the address or email below with the required forms and/or payment.