



ELECTRONIC MESSAGE BOARD REQUEST FORM

The City of Monticello has two Electronic Message Boards:

- One located at Hi-Way Liquors on Trunk Highway 25
- One located at the Fire Station on Chelsea Road

We know the message boards are useful communication tools, so area non-profits can request to have upcoming events displayed. Messages are reserved on a first-come, first served basis for up to two weeks (14 days). Please note: use of the message boards is not guaranteed and city-related events and messages have priority.

If possible, please include a PDF or PNG of your event flyer, and we will do our best to coordinate the electronic display with your existing promotional materials.

Please send this completed form and the event flyer to marketing@ci.monticello.mn.us.

MESSAGE TO BE DISPLAYED

Organization: _____ Contact Person: _____

Phone: _____ Address: _____

Event: _____ Event Date: _____ Event Time: _____

Event Location: _____ Event Cost (if any): _____

More Info: _____