

VILLAGE OF NEW BREMEN

ADVERTISING SIGN RESERVATION

Contact Name _____ Phone _____
(print) (contact person #)

Email _____

Non-Profit Organization _____

Address of non-profit organization _____

Start Date _____ End Date _____ LEFT RIGHT

Type of Material used for Signage _____

.....
Please give a description of what will be on sign:
.....
.....

***** Attach a proof of proposed advertisement with completed form. If done online, email all information to Parks Superintendent at parks@newbremen.com**

I have read the "Policy on the Advertising Sign" and will abide to those rules as stated:

Renter Signature

Date

Recorded By

Date

*****Office Use Only*****

Copy to renter _____ Parks Superintendent Approval _____

Scan to O: Drive _____ Reason Denied _____

Village of New Bremen

POLICY ON ADVERTISING SIGN LOCATED AT WASHINGTON & MONROE STREETS

- Advertising sign space on the sign structure at the NW corner of SR 66 and SR 274 can be reserved by filling out the sign reservation form at the Village of New Bremen's Utility Office at 214 N. Washington St., New Bremen, Ohio, or by printing the form from the website at newbremen.com and submitting it to the Utility Office.
- All American Legion functions will have first priority of advertising on the center section, with The Community Improvement Corporation and/or Village Government having second priority.
- The two outside wings of the sign structure will be reserved on a first come/first serve basis.
- Only non-profit organizations with a New Bremen connection will be permitted to advertise on the sign structure. All other signs will not be permitted.
- The sign inserts shall be on an acceptable material approved by the Parks Superintendent. Lettering shall be applied professionally or with templates. The sign shall be 45 5/16" in width and height. The sign shall be fastened onto the sign structure with the method in use on the structure.
- A proof of the proposed advertisement shall be submitted with the reservation form (applies to new signage). If sign is not approved, the Parks Superintendent will notify with reason(s) for denial and suggestions for approval.
- Signs shall not be offensive, discriminatory or in bad taste.
- No other sign shall be placed on Village property unless approved by the Village Administrator.
- The Parks Department is responsible for placement and removal of the sign except for the American Legion. No sign shall be placed sooner than one week prior to the event, unless for a festival or village event. More than a one week period will only be permitted if reviewed and approved by the Parks Superintendent.
- The Parks Committee shall resolve any problems that shall arise concerning the advertising sign. The committee shall consist of the assigned council members.

Ordinance 2005-4-16

Modified by Parks Committee 2019-2-25