

Public Service Announcement Request

APPLICANT INFORMATION

Name of Organization _____

Street _____ Phone _____

City _____ State _____ Zip Code _____

Contact Name _____ Phone _____

Email _____

ANNOUNCEMENT

The Village of Sussex will help publicize your organization's special events & activities (space permitting). Please furnish the basic facts, what, where, when etc. Remember the shorter the announcement, the greater the impact.

Conditions:

1. This service is available to non-profit religious, civic, educational, & charitable organizations established in or with a branch in the Village of Sussex.
2. This service is intended for promotion of special events & activities.
3. All requests are subject to Village Administrator approval.
4. Announcement request must be submitted to the Sussex Village Hall on this form.
5. Announcements will run on a space permitting basis for a maximum of two weeks.
6. Announcements are limited to 180 characters.

SIGNATURE

Signature of Applicant

Date