

Algonac Residents/Organization

Request for Electronic Reader Sign Display

The City of Algonac Electronic Reader Sign is a service provided by the City of Algonac for Algonac residents and organizations located within the 48001, **48023 and 48028** zip code. The following information must be completed fully and accompany your request prior to its airing on the City of Algonac Electronic Reader Sign. Information must be delivered two weeks prior to their appearance on the sign. The forms must be delivered to The City of Algonac, 805 St. Clair River Drive, Algonac, Michigan 48001 between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday.

NAME: _____ DAYTIME PHONE: _____

ADDRESS: _____ Algonac, MI 48001

ORGANIZATION: _____ BUSINESS PHONE: _____

Are you a City of Algonac resident: (circle answer) YES NO

Dates you wish your message to be displayed: _____

Instructions:

1. All messages must be typed or clearly printed within the boxes provided below.
2. Use a maximum of 24 Characters per line (including spaces) and 8 lines per message.
3. The City Office of the city of Algonac reserves the right to edit messages for clarity and space requirements.
4. Messages must be received by the City Office at least five (5) work days before the display date. If received in fewer than five (5) word days, the City Office shall make a reasonable effort to accommodate the request

MESSAGE:

ACKNOWLEDGEMENT

1 I, _____, (signature) hereby acknowledge that the message material submitted does not contain the following content:

- a) Direct solicitation for funds, goods or services for material compensation;
- b) Advertising material designed to promote the sale of commercial products or services, including advertising by and on behalf of candidates for public office; and
- c) Any obscene or indecent materials or materials that advocate criminal acts.
- d) Copyrighted materials.

2. The City of Algonac reserves the right to decide when all material will be aired. In addition, the City of Algonac reserves the right to review previous provided material prior to it being displayed.

3. The City of Algonac, through its City Clerk, retains the right to accept or reject submitted material based upon the above criteria. Those submitting requests, who are denied access to the electronic reader sign, shall receive written notice of such denial and shall have an opportunity to provide written appeal to the City Council within thirty (30) days of said denial. The City Council will review said written appeal at the next regularly scheduled meeting of the City Council. Such written notice and written appeals shall be investigated by the City Council with the decision rendered regarding said investigation to be final. The party appealing will be provided written notice of the final decision of the City Council by the Public Awareness Coordinator.

4. The City of Algonac, through its City Clerk, retains the right to maintain available for public inspection a record of all persons applying for use of the Electronic Reader sign, and agrees that this application may be used for such record.

5. I, _____, hereby agree to indemnify and hold the city harmless from any and all liability or other injury (including reasonable cost of defending claims or litigation's) arising from or in connection with claims for failure to comply with any applicable laws, rules, regulation, or other requirements of local, state, or federal authorities; for claims of libel, slander, invasion of privacy or infringements of common law or statutory copyright, for unauthorized use of trademark, trade name, or service mark, for breach of contractual or other obligations owing to third parties by the city; and for any other injury or damage in law or equity which claim's result for the Applicant's use of the City of Algonac's electronic reader sign.

SIGNATURE: _____ DATE: _____

NAME (Please Print): _____

Should you have any questions regarding the completion of the form, please call the City of Algonac at 794-9361, between the hours of 8 a.m. and 5 p.m. Monday – Friday.

**RETURN COMPLETED FORM TO:
CITY OF ALGONAC ELECTRONIC READER SIGN
805 ST. CLAIR RIVER DRIVE
ALGONAC, MI 48001
cityclerk@algonac-mi.gov
PHONE 810-794-9361/FAX 810-794-4804**

Request (circle one) Accepted Denied

DATES and TIME TO BE DISPLAYED: _____

Reason for Denial: (indicate failure to complete form; failure to properly identify individual or organization location in Algonac City; failure to provide “wrap around”; failure to obtain proper clearances; message violated the Acknowledgement above; or other relevant basis for denial).

City of Algonac Policy Statement

Regarding Use of Electronic Reader Sign

Statement of Policy

The electronic reader sign is a service provided by the City of Algonac for Algonac residents and organizations.

Requirement Regarding Use of Electronic Reader Sign

1. Those submitting request to use the electronic reader sign of the City of Algonac are required to provide, at a minimum, their name, address, and daytime phone number when submitting written, emailed or Faxed materials.
2. All written materials must be Public Service Announcements regarding local items of interest and event locations must be within thirty (30) miles of the City of Algonac, **including the 48001, 48023 and 48028 zip code.**
3. Information regarding use of the electronic reader sign must be requested on a form provided by the City of Algonac. Forms may be mailed, FAXed, or email (**cityclerk@algonac-mi.gov**)
- 4) Those submitting requests must acknowledge that the program or message material submitted does not contain the following content:
 - a) Direct solicitation for funds, goods, or services for material compensation;
 - b) Advertising material designed to promote the sale of commercial products or services, including advertising by and on behalf of candidates for public office; and
 - c) Any obscene or indecent materials or materials that advocate criminal acts.
 - d) Copyrighted materials.

General Provisions

The City of Algonac reserves the right to decide when all material will be put on the reader signs. In addition, the City of Algonac reserves the right to preview provided material prior to it being aired.

The City of Algonac, through its City Clerk, retains the right to accept or reject submitted material based upon the above criteria. Those submitting requests who are denied access to the electronic reader sign, shall receive written notice of such denial and shall have an opportunity to provide written appeal to the City Council within thirty (30) days of said denial. The City Council will review said written appeal at the next regularly scheduled meeting of the City Council and their decision is final. The party appealing will be provided written notice of the final decision of the City Council by the City Clerk.