



NORTH END COMMUNITY BULLETIN BOARD APPLICATION

The Community Bulletin Board (CBB) is intended for community events only. A community event is defined as:

An event, activity, or function located on Vashon Island and is sponsored by a non-profit organization, a professional association, a business association, a charitable organization, a cultural/arts organization, or a community organization.

The CBB is not for ongoing meetings or commercial events. Messages are posted and removed on Mondays or Tuesdays, depending on weather, Federal and State holiday closures, etc.

HOW TO GET YOUR SIGN POSTED

STEP ONE: Check the calendar on our website to see if your dates are available. The easiest way to see the CBB's is to filter for them – in the box for filters, select the drop-down menu that says "Facility Type", select "Bulletin Boards or Off-Site", then click on the "Search" button to the right. Select either "Week" or "Month" and navigate to the dates you are interested in.

The deadline to schedule the North End Board is 4 PM on the Friday prior to the desired week of posting.

STEP TWO: Payment is due upon booking the sign. Download our form, fill it out* and send to us (or bring it in person to the Ober Park Office, 17130 Vashon Hwy SW):

| EMAIL | POSTAL MAIL |
|--|---|
| lstermer@vashonparks.org | Vashon Park District PO Box 1608 Vashon, WA 98070 Attn: CBB Rental |
| Please call us at 206-463-9602 to pay with Credit Card (Visa, MasterCard, or American Express) | Mail us a check for \$54.04 (2 lines) or \$109.62 (4 lines), no tax is added. |

***Please fill out your message completely! You can always change message or locations later.**

Display Dates (Monday/Tuesday through Sunday only) _____

Sponsoring Organization _____ Contact Name _____

Best Phone Number _____ Email Address _____

Message: 22 characters per line MAX / 2 lines (\$54.04) | 4 lines (\$109.62):

UPPER or Both

Line 1: _____

Line 2: _____

LOWER or Both

Line 3: _____

Line 4: _____

Please fill out one form per sign. If you want the same wording two weeks in a row, please show that in your message display dates, and double your payment amount (\$109.62 or \$219.24).

Thank you for supporting our Parks!

Disclosures: We may modify your sign if needed. Vashon Park District reserves the right to refuse any message intended for display.