



OBER PARK 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 Monday/Tuesday and run until the following Monday/Tuesday, 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 Ober Park 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 in person to the Ober Park Office, 17130 Vashon Hwy SW):

EMAIL	POSTAL MAIL
lstemer@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 \$26.04 (ONE SIDE) or \$52.01 (BOTH SIDES), no tax is added.

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

Side of the Sign (Circle One): FACING NORTH or FACING SOUTH or BOTH SIDES

Requested message Dates (Monday/Tuesday through Sunday only):

Sponsoring Organization _____ Contact Name _____

Best Phone Number _____ Email Address _____

Message: 10 letters MAX per line (including spaces and punctuation) / 5 lines:

Please fill out one form per sign. If you'd like the same wording two weeks in a row, please show that in your message display dates and double your payment amount (\$52.01 or \$104.02)

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.