



# CITY OF LEOTI

Council Meeting  
1<sup>st</sup> & 3<sup>rd</sup> Monday – 6:30 P.M.

## Leoti LED Sign Request Form

**Sign displays:**

7 lines of 4.4" tall characters  
Approximately 23-29 characters per line  
Capable of displaying 1-7 lines of text

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Desired Posting Dates: \_\_\_\_\_ to \_\_\_\_\_

Requested Message (include items such as name of event, date, time, location, website, deadline, etc):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that the request given by me herein is intended to enhance communications between the City of Leoti and the Wichita County community as well as raise the spirits of local residents. I understand that the City of Leoti has discretion of the sign content, including the authority to refuse or prioritize any requests. The City will not be liable for the content of the sign or its accuracy. I understand it is my responsibility to point out any inaccuracies in my message. Further, I understand that the City of Leoti will always have first priority for its messages.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**CITY USE ONLY DO NOT MARK**

Received by: \_\_\_\_\_

Date and Time: \_\_\_\_\_

Comments/Observations: \_\_\_\_\_

Date Request Opened: \_\_\_\_\_

\_\_\_\_\_

Date Request Closed: \_\_\_\_\_

Accepted  Needs Revision  Denied:

Reason: \_\_\_\_\_