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WISCONSIN RAPIDS AREA CONVENTION AND VISITORS BUREAU

The purpose of each welcome sign is to promote community events on South Wood County and the Town of Rome. Whether it is on the marquee or placed as a banner, the following conditions apply:

- Political or personal messages such as birthday or anniversary greetings are not allowed.
- Events and non-profits may utilize the marquee to announce events, promotions, etc.
- Organizations may NOT utilize the marquee more than three times per year.
- Banners must be provided by the requestor and may be no larger than 15” x 7’6” wide

Requests will be taken on a first come, first serve basis.

Events shall take precedence over non-specific charitable causes.

Requests can only be made for ONE marquee location. If no other requests are made for the other marquee, your representative will be provided letters for both locations. Banner requests can be made for one to three locations.

All requests shall be granted on a 7-day time frame beginning on Mondays by 12pm and ending the following Monday morning.

Requestor is responsible for placing the approved lettering on the banner sign no later than 12pm on Monday – letters may be picked up at the CVB office between 9am-12pm Mondays.

Banners may ONLY be placed on the West Grand, Highway 34 and Wisconsin River Drive signs. Banners must be 15” x 7’6” wide and hung using rope, NOT tape.

APPLICATION FOR MARQUEE PERMIT

Today’s Date:_____ Organization:_____

Purpose:_____

Date Requested: From (Mon):_____ To (Mon):_____

Marquee Requested: Hwy 54 _____ OR Hwy 13 _____ (Choose one)

Banner Location Requested: West Grand _____ Wisconsin River Drive _____ Hwy 34 _____

Representative:_____ Address:_____

Phone:_____ Email:_____

MARQUEE ANNOUNCEMENT LETTERS