

VILLAGE OF PALATINE/ROTARY PLAZA SIGN DISPLAY POLICY

The purpose of the Village of Palatine's electronic message board sign, located at the intersection of Palatine and Plum Grove Roads, is to communicate Village and community information.

SIGN USAGE ELIGIBILITY REQUIREMENTS

In addition to information displayed by the Village of Palatine, Palatine based non-profit organizations whose primary function is to provide community educational, charitable, social welfare, and other nonprofit services, will be permitted to display information on the sign.

Eligible organizations may include:

- Chambers of Commerce;
- Civic leagues;
- Recreational clubs;
- Fraternal societies, orders, or associations;
- Educational institutions licensed by the Illinois State Board of Education;
- Charitable agencies;
- Government agencies and affiliates; and
- Religious institutions.

MESSAGE REQUEST GUIDELINES

- A complete message request application shall be submitted to the Village for consideration.
- Submitting a request does not guarantee a message will be displayed, and the approval to display any message shall ultimately be at the discretion of the Village Manager.
- Messages shall be limited in length to what will fit on a single view of the sign.
- The Village reserves the right to edit message information for space, clarity, and content.
- Groups may request to display a message that communicates a specific event that is for the betterment of the community and pertinent to residents and/or businesses of Palatine.
- Messages other than a specific event may be requested, but will be posted at the discretion of the Village Manager.
- The maximum period a message will be displayed on the message board is four weeks.
- Prohibited messages shall include general commercial/business promotion, religious messages, political/personal opinions, social commentary, or other messages deemed offensive or inappropriate by the Village Manager.
- Businesses may request to display a message that communicates a specific/unique community event that differs significantly from their regular business activities. The specific/unique community event must be for the betterment of the community and pertinent to residents of Palatine.
- Non Village messages will be displayed between the hours of 6 AM and 11 PM.

Visit the [online Community Sign Message Request Form](#) to submit a message board display request.