

RANCHO PENASQUITOS TOWN COUNCIL EVENT KIOSK APPLICATION/TEMPLATE

The **Rancho Penasquitos (RP) Town Council** allows RP non profit community organizations to use its **Event Kiosk** located at the Northwest corner of **Black Mountain Road and Carmel Mountain Road** to advertise events. If your organization wants to advertise an event, **PRINT** this page and complete the template below by providing requested information and developing your Sign Content using the Sign Guidelines. Forward the completed template to **Joanna at Fox Graphics, Mailing Address: 7915 Silverton Ave., Suite 306, San Diego, CA 92126, Telephone: 858-538-3858, Fax: 858-695-3838, E-Mail: joanna@fox-graphics.com.**

Please note your organization will be dealing directly with Fox Graphics regarding sign design, sign content, cost estimates and billing. Fox Graphics will utilize the template information for discussion and estimating purposes. Typical cost for a 4-line sign - \$130.00.

ORGANIZATION / EVENT INFORMATION

Name of Organization: _____ **Date:** _____

Event Being Advertised: _____

Date(s) Of Event Being Advertised: _____ **Earliest Date Sign to Be Posted:** _____

Note: Earliest date may not be more than 30 days prior to event date. Allow at least 10 working days from this application date for signs to be posted. No offensive or inappropriate signs will be posted.

SIGN GUIDELINES

Panel Background: Navajo white. There is an extra fee to add a logo or graphics. **Total Graphic Space Available:** 2' Vertical x 3' Horizontal or 33% of a 6' x 3' panel. **Available Copy Space:** 35 spaces maximum with graphic or logo, 50 spaces maximum without graphic or logo. **Copy Size:** 1 space for each 3-inch letter, numeral or character; 2 spaces for each 6-inch letter, numeral or character; 3 spaces for each 8-inch letter, numeral or character. Due to space constraints, letter size may not be exactly as chosen, selection will reflect relative letter size. **Please keep in mind that these are "drive by" signs and copy should be kept to a minimum.**

SIGN CONTENT

Graphic or logo to be used (Y/N)?	Is camera-ready artwork available (Y/N)?
Line 1: _____	
Letter Size: <input type="checkbox"/> 3" <input type="checkbox"/> 6" <input type="checkbox"/> 8"	Color: <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Green <input type="checkbox"/> Brown <input type="checkbox"/> Black
Line 2: _____	
Letter Size: <input type="checkbox"/> 3" <input type="checkbox"/> 6" <input type="checkbox"/> 8"	Color: <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Green <input type="checkbox"/> Brown <input type="checkbox"/> Black
Line 3: _____	
Letter Size: <input type="checkbox"/> 3" <input type="checkbox"/> 6" <input type="checkbox"/> 8"	Color: <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Green <input type="checkbox"/> Brown <input type="checkbox"/> Black
Line 4: _____	
Letter Size: <input type="checkbox"/> 3" <input type="checkbox"/> 6" <input type="checkbox"/> 8"	Color: <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Green <input type="checkbox"/> Brown <input type="checkbox"/> Black

ORGANIZATION CONTACT INFORMATION

Name of Contact Person: _____

Organization Street Address: _____

City: _____ **State:** _____ **Zip Code:** _____ **E-mail:** _____

Day Phone: _____ **Evening Phone:** _____ **Fax Number:** _____