



City of Taylor Mill Reader Board Official Rules

1. Only the city and city-based organizations are allowed to display notices. Exceptions may be granted at the discretion of the city administrator
2. The City of Taylor Mill holds priority and may replace any message at any time without prior notice to the currently scheduled organization.
3. The City of Taylor Mill retains the right to refuse any message for posting.
4. Event notifications will not be posted more than five (5) days before the scheduled activity.
5. Personal messages will not be permitted for display.
6. A designated staff member from the City of Taylor Mill will oversee the posting and removal of all messages.
7. Any city-based non-profit organization wishing to display a message on the reader board must submit a written request to the City of Taylor Mill.
8. Messages are limited to a maximum of 10 characters per line and up to 4 lines in total. Request should include the name of the organization, the content of the message, and the preferred dates for display. The city reserves the right to edit messages for clarity and length, ensuring compliance with space limitations. All requests must be submitted at least two weeks in advance to allow for scheduling and review. The city encourages organizations to be concise and clear in their messaging to effectively communicate with the community.