



CITY OF HAM LAKE
City Sign Policy

The City of Ham Lake has a City Sign located on Highway 65. The following is a policy to be followed for requests for information to be posted on the City Sign.

The scheduling of information on the City Sign will be at the discretion of the City Administrator. All requests that are received, that follow the policy, will be considered and every effort will be made to place the information on the City Sign.

PRIORITY WILL BE GIVEN IN THE FOLLOWING ORDER:

1. Information relating to the City (i.e. City meetings) and/or other government agencies.
2. Requests from Anoka Hennepin District 11 and Forest Lake School District 831 (both located in the City of Ham Lake) and/or the schools within those districts. Pre-school programs, operated by registered, non-profit organizations, located in the City of Ham Lake.
3. Requests from all registered non-profit organizations. There are no commercial or religious messages allowed on the City Sign. Churches, located in the City of Ham Lake, may request to post information for community events of a non-religious nature. Events for a charity, an individual, fundraisers, etc. that are not being directly held by a registered, non-profit organization, will not be allowed.

Application for posting information on the City Sign should be made in advance, 30 days prior to the event, if possible. The request should state the name of the organization, the message (as brief as possible), the dates and times of the event, and must include the name of a contact person and phone number or email address.

NAME OF ORGANIZATION _____

EVENT OR MESSAGE _____

DATE(S) AND TIMES _____

CONTACT NAME _____

PHONE NO. OR EMAIL ADDRESS _____

NOTE: THIS INFORMATION CAN ALSO BE POSTED ON THE CITY'S GOVERNMENT INFORMATION CHANNEL 16. WOULD YOU LIKE THIS INFORMATION PLACED ON THAT CHANNEL?

_____ (yes)

_____ (no)