Reader Board Message Request

Community Services
Recreation

Form Instructions

1. Form should be filled out and submitted by a designated PMR for each Department/Facility.
2. Hand written forms will not be accepted.
3. If you have any questions please contact Iris Radosevic at 905-615-3200, ext. 5322.
4. Please provide a minimum of 5 business days notice.
5. Maximum duration of posting is 14 days.
6. Please review your message for accuracy prior to submitting. Once the form is compete please click on the 'Submit' button. Your message will be sent directly to: ReaderBoard.Messages@mississauga.ca for processing. Please do not send any additional copies or information for this request to another mailbox account.

Locations

- ☐ 950 Burnhamthorpe
- ☐ Burnhamthorpe CC
- ☐ Burnhamthorpe Library
- ☐ Clarkson CC
- ☐ Courtneypark Library
- ☐ Hershey Centre
- ☐ Huron Park RC
- ☐ Iceland Arena
- ☐ Malton CC
- ☐ Meadowvale Theatre (large sign)
- ☐ Mississauga Valley CC
- ☐ Lakefront Promenade
- ☐ Port Credit Library
- ☐ Riverwood

Message Content *(Note: First 3 lines are 16 characters per line, last line is 30. Includes spaces. Do not split words between lines)*

Additional Facilities (alternate sign arrangements)

- ☐ **Carmen Corbasson CC**
- ☐ **Frank McKechnie CC**
- ☐ **Meadowvale Theatre** (small sign)
  ** Restricted to Meadowvale Theatre events/programs*

** Three screens: first 3 are 16 characters per line. Includes spaces. Do not split words between lines.*

← **Screen 1**

← **Screen 2**

← **Screen 3**

☐ **Erin Meadows CC**

** First 3 lines are 15 characters per line, last line is 30. Includes spaces. Do not split words between lines.*

☐ **Lorne Park Library**

** First 2 lines are 17 characters per line, last line is 30. Includes spaces. Do not split words between lines.*

Duration of Posting (Maximum of 14 days)

Start Date: YYYY MM DD

End Date: YYYY MM DD

Requestor Information

Submitted By

Email Address

Department/Facility/Group

Phone Number

Submit