

CITY OF SEDRO-WOOLLEY

Sedro-Woolley Municipal Building  
325 Metcalf Street  
Sedro-Woolley, WA 98284  
Phone (360) 855-1661  
Fax (360) 855-0707

**CITY OF SEDRO-WOOLLEY READER BOARD  
RULES FOR USE AGREEMENT**

**Allowable Uses**

The following messages are permitted for display:

1. Promotions for entertainment, recreational, educational, festival, sporting, or other events located in the City or in East Skagit County and sponsored by local, non-profit or similar community organizations;
2. Events sponsored by the City;
3. Events sponsored by other local governments likely to bring tourists into Sedro-Woolley;
4. Athletic or other special community events that are commercially sponsored and occurring within the City, when proceeds are used for specific community service projects or donated to a non-profit;
5. Welcoming or other messages, such as those for class reunions, conventions and conferences, athletic tournament participation, local winner of a major event, etc., for events occurring with the City;
6. Locational voting information or reminders to vote that do not endorse or oppose a specific candidate or ballot measure;
7. Entertainment, sporting, recreational, educational or fundraising events sponsored or promoted by other nearby government agencies;
8. Welcoming home members of the United States Armed Forces from Sedro-Woolley.

Use of the Reader Board is limited to one week per application. In order to maintain free access to the reader board, consistent with the established policy, messages shall be provided in a format that minimizes staff time necessary to upload the messages to the sign. Reader Board messages are limited to format requirements as established by the City Supervisor.

**Uses That Are Not Allowed**

A proposed message that is not listed below as prohibited is prohibited if it does not fit the criteria of allowed signs above. The following are examples of messages that are not permitted for display:

1. Personal messages for family members;
2. Promotion for sales of goods and/or services;
3. Messages of religious organizations promoting an event that is not otherwise in an allowed category;
4. Messages of political parties or political groups promoting an event that is not otherwise in an allowed category;

5. Advertisements of clubs or organizations for an event in the City that is primarily for local membership participation but not open to the public; or
6. Non-governmental messages not promoting an event including, but not limited to, philosophical, political, and religious messages.

The City Supervisor or Designee will make the initial determination whether to allow or disallow use of the Reader Board.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Event: \_\_\_\_\_

Date(s) Requested: \_\_\_\_\_

Event Location: \_\_\_\_\_

Additional Requirements:

Proof of non-profit status;

Graphic of the message; and

Event description showing benefit to the community:

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