

# MARQUEE GUIDELINES

**Chamber Members** – Commercial message: \$40 per day  
**Chamber Members** – non-profit: \$20 per day

**Non-members** – commercial message: \$70 per day  
**Non-members** – non-profit message: \$ 50 per day

\* **Birthday / personal messages are charged as “commercial”. Rental is for both sides of marquee.**

Marquee messages must be submitted by fax, email, or walk-in *TEN DAYS PRIOR* to the date of the message.  
No Exceptions. Marquee usage is limited to two messages per month.

*The Llano Chamber of Commerce reserves the right to refuse the submission of any message. Per Llano Chamber of Commerce By-Laws, all messages must be nonpartisan, nonpolitical, and nonsectarian. Any reserved date may be cancelled in favor of community information. I have read the guidelines set forth before me and understand that I may lose the date requested if not paid for 7 days in advance.*

Print name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Office use	
<i>Date requested for marquee</i> _____/_____/_____	<i>Date Paid</i> _____/_____/_____

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## Marquee Request Form

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

Contact Phone: \_\_\_\_\_

Billing Address \_\_\_\_\_

Today's Date: \_\_\_\_\_

Date Requested for Marquee: \_\_\_\_\_ Commercial      Non-Profit

**YOUR MESSAGE:** *Please note that you may not exceed the available spaces, including spacing between words and punctuation*

Line 1: \_\_\_\_\_

Line 2: \_\_\_\_\_

Line 3: \_\_\_\_\_

Line 4: \_\_\_\_\_

You may return this form by email to: [info@llanochamber.org](mailto:info@llanochamber.org), fax to: 325-248-6917, or by calling 325-247-5354