



Store Location Name:		ADF#
Machine #:		QID #:
A	Ad Start Date:	B Ad End Date:

COMMUNITY EVENTS SIGN-UP SHEET

PLEASE NOTE: Community Events are displayed for only nine (9) seconds at a time. For that reason limit your message to **20 Words Maximum Or This Form Will Be Rejected.**

C	Organization Name:	D	Area Code/Phone Number:
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THIS FORM IS FOR NON-PROFIT ORGANIZATIONS ONLY

E	MESSAGE (PLEASE PRINT NEATLY):

F	Template Number:	<input type="checkbox"/> \$40 Custom Template Available. Customer Service Representative will contact you to discuss your Community Event.
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G	CUSTOMER SIGNATURE Your signature is verification the above information is correct & approved for display.		
	Customer Signature:	Print Name:	Date:

H	GROCER SIGNATURE Your signature is verification this form has been submitted with payment & approved for display.		
	Grocer Signature:	Print Name:	Date:

FIELDS A-H MUST BE FILLED IN OTHERWISE FORM WILL BE REJECTED. PLEASE FAX THE COMPLETED SHEET TO:

American Digital Signage, LLC at 309.451.0803.

Please allow 48 Hours between submission of form and display of Community Event on monitors.

FOR OFFICE USE ONLY

FILE NAMES

New File #1:	Old File #1:
New File #2:	Old File #2:
New File #3:	Old File #3:

Received: _____	Admin Initial: _____	Graphics Initial: _____	Approval QA: _____	Final QA: _____
Date Verified: _____	Date: _____	Date: _____	Date: _____	Date: _____