



St. Raphael Church
 525 Dover Center Road
 Bay Village, OH 44140
 440-871-1100

Street Sign Request Form

Request Date: (the date this form was submitted to the Parish Office) _____

Requested By: (your contact information) Name: _____

Phone: _____ Email: _____

Parish Ministry/Organization: (What ministry/group is making this request?)

Ministry/Group: _____

Activity/Event: (What is the activity or event to be promoted by the street sign?)

Requested Message: (Messages are programmed to begin appearing on the street sign on a particular Starting Date and at a specific start Time of Day. Messages will be displayed continuously from the start date/time through a programmed Ending Date and Time of Day. If other display options are desired - such as message display only during specific days of the week and/or specific times of the day – please contact the Parish Office.)

Starting Date: _____ Time of Day: _____

Ending Date: _____ Time of Day: _____

Message: (The message may be composed of any character, number or symbol available on a regular computer keyboard, including upper and lower case letters. Use the matrix below to compose your requested message, including spaces between characters; only one character per box.)

Please submit your request at least one week prior to the desired Starting Date. Thank You!