Digital Community Sign Guidelines

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What is the Digital Community Sign?
The digital community sign is located in the William Friedrich Memorial Park in downtown Naperville on Washington Street. This sign provides a place for Naperville based not-for-profit organizations* to promote community events whose primary purpose is not for private nor commercial gain.

How do I book the digital sign?
An organization may apply anytime within the calendar year. Organizations are limited to one application per event, with a total of two applications submitted per calendar year. Requests for additional reservations may be submitted and will be accommodated if space is available.
To request the Digital Community Event Sign, go to
https://www.napervilleparks.org/communityeventsignapplication. All requests are subject to approval and available space.

What is the cost to book the sign?
1 week, $100. 2 weeks, $150. All fees are to be paid by check (payable to the Naperville Park District) or credit card. Once a date is confirmed by the NPD, you will be contacted and payment will be collected at that time.

Graphic Requirements:
Digital sign artwork must be 1200 (wide) X 514 (height) pixels JPEG at 72 dpi resolution. Please use RGB color. Ads must be submitted 2 weeks prior to the start date.

General Guidelines:
* Ads will be posted for a maximum of two weeks and beginning on Mondays
* The sign is four color LED and is operational 365 days per year
* Ads will appear on both the North and South sides concurrently
* Spelling, format and accuracy are the responsibility of the person requesting the sign
* Ads will be displayed for 10 seconds over a 40 second repeating message loop
* Keep your ads simple, big, clean and colorful
* Reservations are accepted on a first-come, first-served basis.

If you have any questions, please contact Jonnell Rump at 630-848-3530 or
jrump@napervilleparks.org

*For purposes of these guidelines, a not for profit is defined as a 501 (c)(3) organization.