



**Mills Pond Park Sign Permit**

**Name of Organization:** \_\_\_\_\_

**Name of Applicant:** \_\_\_\_\_

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

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

**Email:** \_\_\_\_\_

**Date of Event:** \_\_\_\_\_

**Date sign may be put up:** \_\_\_\_\_

**Date sign must be taken down:** \_\_\_\_\_

**Deposit:      Cash: \_\_\_\_\_      Check: \_\_\_\_\_**

**Deposit Refunded:** \_\_\_\_\_

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**Signed: Director of Parks & Recreation or Designee**

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**Date Issued**

**Town Sign Regulations  
Simonds & East Hill Road**

**The lower Mills Pond area is open for the display of signs for all charitable and civic organizations. Permission for use is required.**

- 1. A deposit of \$5 will be charged. This deposit will be refunded after the sign is removed, however, the deposit will be forfeited if it is not claimed within 30 days after the removal of the sign.**
- 2. The number of signs allowed at any one time on the site is four (4). Each organization shall be allowed to place one sign per function.**
- 3. The maximum size of each sign is 4 feet by 4 feet.**
- 4. Signs may not be put up until two (2) weeks before the function.**
- 5. Signs must be taken down 48 hours after the function, or the deposit will be forfeited.**
- 6. Signs may NOT be placed between the sidewalk and the roadway.**
- 7. No permanent signs shall be allowed.**
- 8. Signs advertising commercial activities shall not be permitted at any time.**