

SIGN REQUEST 2019

Date: _____
(mm/dd/yy)

EDMONTON FOLK MUSIC FESTIVAL • 10115-97A AVE. • EDMONTON, AB T5K 2T3 • 780.429.1899

Name _____ Crew _____

Phone # _____ Email _____

The above information must be fully filled out before we can begin production of your sign/s. Deadline for requests is **Sunday, June 23, 2019.**

Please email completed form to **signageproduction@edmontonfolkfest.org** or drop off at the EFMF office.

SIGN SPECIFICATIONS

Size: *(in feet and inches please)*

width height

size is approximate

size should be exact

Number of copies:

Grommets required

yes no

Installation

If the sign crew is required to install the sign(s), please supply location details:

Describe in detail all text and any graphics that should go on the sign(s):

(or print this form and include hand-drawn sketch)

PLEASE NOTE: Unless prior arrangements have been made, you are responsible for picking your signs up from the green bin (on site a few days before the festival) and for returning your signs to this bin immediately after the festival. **If your sign is not picked up, you will be contacted.**

REDUCE & RECYCLE: Please review your signs regularly for any that can be thrown away or combined as we are making an effort to reduce the number of signs around the site – contact Celia or Andy if you would like to arrange a time to come to sign central and look at your signs.

Coordinators: Celia Hui & Andy Kankkunen
signageproduction@edmontonfolkfest.org

Signage crew only:

date _____