



## Temporary Construction Business Signing (TCBS)

All HOWARD business signing will be coordinated, permitted, installed, and maintained by the Village of Howard Public Works Department. Just call Howard Public Works to coordinate your signage efforts at 920-434-4060. If there are extra available spaces other small or non-Howard business may be considered.

Howard Public Works is the clearing house for TCBS permitting and installation. This has the following advantages:

- Eliminates the permitting process that would otherwise be required for each of your proposed sign locations,
- Eliminates your liability,
- Eliminates maintenance of your signs during the construction process,
- Simplifies your life,
- De-clutters scattered individual business signs from the right of way that really don't work,
- Provides uniform appearance and locations for signage which is easier for motorists to find and see,
- Provides a more efficient & effective way for motorist to find you,
- Provides a safer traffic corridor.

### Guidelines:

The Village of Howard will construct and install highly visible reflective blue guide boards that are 4' tall x 8' wide or larger with directional arrows. Your business sign placards will be placed on the boards. The Village will charge \$75.00/sign to print, attach and place the signs.

Public Works will assist you in deciding where the TCBS will be located. No signing will be placed on Interstate, United States, or State Highways. Signs may be located at the bottom of the ramps.

Businesses must provide the Village with your Business Logo or Business Name as you want it to appear. Simple recognizable Business logo's without words are encouraged (Easier to recognize by drivers). If you don't have a recognizable logo lettering will be **Block Style** with main lettering, 5"-6" tall; and minor lettering should be 3"-4" tall.

The name or logo will be printed on **18" Tall x 24" Wide** rigid sign placards. **The placard must be made of weatherproof material**, 1/8" or 3/16" thick, Coraplast, PVC, Celetex, or Gator Board with white background. The Village will attach the placards to a Village owned Temporary Business Sign Board. Sample signs below...

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**\*\*\*The Village of Howard will only accept this method of signs unless approved otherwise.  
No single yard signs or other signs will be allowed.**

