

Village of Huntley
Municipal Complex Display Case Policy

The Village of Huntley maintains a display case in the lobby of the Municipal Complex in order to share displays, collections, local community awareness or hobbies of interest. Displays must be approved by the Village Manager's Office.

- Displays do not represent endorsement by the Village of Huntley
- Solicitation of funds or the sale of items is prohibited by any person or organization
- No political or religious displays are permitted
- Contact information may be included in the display

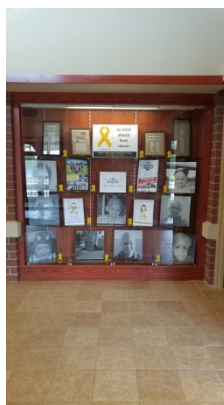
Village of Huntley displays will take precedence and the Village reserves the right to cancel or postpone any scheduled display.

The display case will be reserved on a first-come, first-served basis for individuals or groups that reside in Huntley. The display will be scheduled on a monthly basis. Displays must be set up and removed Monday-Friday during regular business hours (8am-5pm) and each display will be scheduled for set up and removal during regular work days.

The display case is 90" wide, 80" tall and 12" deep. There are 3 adjustable glass shelves and a wood base (4 shelves total).

Please send the completed registration form to Rita McMahon at rmcmahon@huntley.il.us

Questions? Contact Rita McMahon at the above e-mail address or at 847-515-5261.



The Village is not responsible for any items in the display case.

Village of Huntley
Municipal Complex Display Case Registration

Contact Name: _____

Organization Name: _____

Address: _____

Daytime Phone Number: _____

Email Address: _____

Description of Proposed Display: _____

Please indicate 1st and 2nd choice of display month:

_____ January _____ February _____ March _____ April

_____ May _____ June _____ July _____ August

_____ Sept. _____ October _____ Nov. _____ December

You will receive an e-mail confirmation of your scheduled display month.

The Village is not responsible for any items in the display case.