



DOWNTOWN DIRECTORY/KIOSK ANNOUNCEMENTS GUIDELINES

The downtown directory kiosks located throughout downtown Mount Vernon are managed by the Heritage Centre Association, located at 102 South Main Street.

One side features a map and directory of downtown businesses. The other side features space for announcements and flyers. To have your event/announcement flyer added to the kiosk, please follow the guidelines below.

Poster/flyers will be put up for HCA MEMBERS ONLY:

- Events and activities being held by HCA member businesses/organizations
- Events and activities being held by HCA member non-profit organizations

Advertisements for events and activities held by local/city government or non-member organizations will be considered on a case-by-case basis.

Size regulations:

- No smaller than 8.5" x 5.5"
- No larger than 11" x 17"

Dates of promotion:

Please get your flyer/poster to the Heritage Centre Association office no later than seven days (one week) prior to your event or activity. No posters will be put up prior to one month before an event or activity.

Announcements will be handled on a first-come, first-served basis.

Final decisions:

If there is any question or concern regarding a particular flyer or poster, the Heritage Centre Association board will make the final determination of whether it may be displayed. The board's decision is final.

Questions?

Contact (740) 393-1481 or manager@VisitDowntownMountVernon.com.