



MESSAGING AGREEMENT

Name of organisation _____

Name of contact person _____

Email _____

Phone _____ Dates of messaging _____

TERMS AND CONDITIONS

1. Messaging Period:
 - a. Week running Monday to Sunday.
 - b. Screens will be shown 5am – 10pm daily.
 - c. There will typically be 10 message slides shown each week on a rotational basis of 40 seconds each.
 - d. This agreement is for one message slide to be displayed on the City's LED sign boards.

2. LED Sign Board specifications:
 - a. Cannington Leisureplex 4mW x 6mH
 - b. Whaleback Golf Course 8mW x 3mW
 - c. Riverton Leisureplex (1) 6mW x 3mH
 - d. Riverton Leisureplex (2) 6mW x 3mH

3. Responsibility of content provider:
 - a. The Organisation providing the content will submit wording, logos and photographs deemed approved by the contact person.
 - b. Any people shown in photographs will have given approval for the use of their image on screens and for other City promotional purposes. This must be documented.
 - c. It is acknowledged that the City reserves the right to alter wording and photograph size to suit the unique size of each screen.
 - d. The City will provide a draft of the message slide within five working days and the Organisation can request one alteration before a final version of the message slide is approved by the Organisation for displaying on the LED signboards. Any additional edits will be charged at \$55 per hour or part thereof.
 - e. Content must be signed off by the Organisation and City at least one week prior to messaging commencement date.

4. Acceptable organisations

Local community groups and external parties whose values align with the City's Strategic Community Plan goal: "Connect – an inclusive, safe and vibrant community".

5. Acceptable content

- a. Must align with the City's Strategic Community Plan.
- b. High resolution photograph must be supplied.
- c. Positive and encouraging images and messages.

6. Unsupported content

The City reserves the right to refuse any messaging it deems inappropriate such as:

- a. General advertising.
- b. Political and self-promotion messages.
- c. Faith based messages that are not tied to religious events.
- d. Other messages that would reasonable be considered offensive, insulting or defamatory to our community.

7. Responsibilities

- a. The Organisation is responsible and liable for all content displayed.
- b. The City is not responsible for any representations made or implied in the content.
- c. The City is not responsible for screens being non-operational due to faults beyond the City's control such as interruptions to power supply, weather and/or other issues. Additional messaging time may be offered following extended non-operational times at the City's discretion.

8. Payment

The Organisation is responsible for payment to the City at the agreed weekly rate in full before messaging is displayed.

9. Termination

The City may terminate this agreement at any time with one hour's notice to the other party.

10. Definitions

- a. City – City of Canning
- b. Organisation – Local community group or external parties submitting content for a message slide to be displayed on the City's LED signboards.
- c. Contact person – Committee member or other authorised representative of the Organisation.
- d. Local community groups - City of Canning sporting and recreational groups, community and cultural groups, local schools and community kindergartens.

On behalf of the organisation, I agree with the terms and conditions listed above.

Signed _____ Date _____