

VILLAGE OF ROCKVILLE CENTRE

P.O. BOX 950

ROCKVILLE CENTRE, N.Y. 11571-0950



Date: _____

TO: Lois Tinghitella 516-678-9264

Email: ltinghitella@rvcny.us

Fax Administration 516-678-9225

FROM: ☐ Request for use of Railroad Marquee

☐ Request for use of Village Channel 18

Wording to appear on Railroad Marquee or Village Cable Channel 18

Name of Event: _____

Date: _____

Time: _____

Place: _____

For Info. Call _____

Name of Organization _____

Requested by _____

Address _____

Daytime Telephone No: _____

Nancy Howard
Village Administrator

Revised 03/29/22

FOR OFFICE USE ONLY

Date: _____

cc: MIS Dept.