

*Share the spirit of the season with your friends in Willoughby Hills and neighboring communities by sponsoring a holiday greeting card. This is a great opportunity for businesses to show their support in the City of Willoughby Hills. Christmas Card Lane is an illuminated outdoor display of over-sized holiday cards, located at the Willoughby Hills Community Center, 35400 Chardon Road in Willoughby Hills.*

*Being a part of Christmas Card Lane in Willoughby Hills can be a fun tradition for a family or business. The first year you can have your card created and then every year thereafter it can automatically be put on display as part of our holiday illumination.*



***Save the Date: Lighting commences  
Sunday, December 6, 2020 @ 5pm***

There are two ways you can get a card made:

- 1) Obtain a 4'X 8' (horizontal), ½" thick plywood board, with a smooth finish. Paint it with your favorite holiday decorations and family or business name.  
*Contact the Recreation Department when the sign is ready to submit.*
- 2) Select a vinyl design from a vendor. The City can provide you with a name of vendors who are able to provide the artwork and completed sign. You can include your family or business name. Fee for the vinyl sign is approximately \$130.00, which is paid to the selected vendor and 4'X 8' board (not included by the vendor) is approximately \$35.00.  
*The Service Department will attach the sign to the board if you would like. Please let us know prior to delivery.*

The City will provide 2 metal supporting poles, one spotlight, space of 6 to 10' and installation of card. After the cards are taken down each year, the Service Department will store the card for you.

*There is a first time application fee of \$75 that is submitted with the application form. There will be a renewal fee of \$35 thereafter.*

You are welcome to call the Recreation Dept. with any questions you may have at  
440-975-3540

## New Christmas Card Lane Application

Please complete this form and return with check or money order by 11/9/20:

Payable to: City of Willoughby Hills

Mail to: City of Willoughby Hills /  
Recreation Department  
35405 Chardon Road  
Willoughby Hills, Ohio 44094

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Number of **NEW** cards: \_\_\_\_ @ \$75.00 ea.

Number of renewals: \_\_\_\_ @ \$35.00 ea.

Total enclosed \_\_\_\_\_

*Please deliver your completed card to the Service Department by 12/6/20.*

Please note: Cards will be installed from 11/16 through 11/20, as weather permits. The City of Willoughby Hills is not responsible for any damage to signage caused by weather.

# CHRISTMAS CARD LANE 2020



Willoughby Hills Recreation  
35405 Chardon Road  
Willoughby Hills, OH 44094  
440-975-3540