

Irlam & Cadishead Digital Information Board (DIB) 2021: **MESSAGE DISPLAY GUIDE**

The Irlam and Cadishead DIB is to advertise **activities from voluntary and community groups**.

Requests for information to be placed on the DIB must be received as early as possible prior to the required date for the message to be displayed.

Decisions of content will be the responsibility of the Irlam and Cadishead Digital Information Board Stakeholder Group.

We are not responsible for any information displayed that is incorrect, out of date or has subsequently changed.

Messages may also be displayed on www.irlamandcadishead.net.

Please include the contact information below in an email, along with the message content to: dib@hamiltondavies.org.uk

Information Required: -

In the body of the email to...dib@hamiltondavies.org.uk

1. Your Group Name
2. Membership number
3. Your Name
4. Contact Number
5. Message start date
6. End Date
7. Your Message, please follow the format below. The aim is to produce colourful eye-catching posters but there may be times when DIB messages are in the text format.

Message example: - Max 6 lines, approx. Max of 20 (letters inc spaces per line).

*WELCOME TO THE NEW
DIB MESSAGE BOARD
FOR VOLUNTARY AND
COMMUNITY GROUPS
TO ADVERTISE THEIR
ACTIVITIES / MEETING*

*If you can produce your own poster, the layout is in **Landscape** and the board display dimensions are: **384 x 256 pixels**

Please make sure your font is as big as it can be to stand out and be easy to read.