GraphX Direct will place your commercial sign panel (4x8, 4x6, or 4x4)on U-channel posts at your listing location. We utilize standard, 8-foot high green-painted steel, traffic grade u-channel posts for durable, eye-catching placements. Placement within Allen county includes rental of the posts, all locations outside Allen county require an additional post rental fee.

Commercial Sign Placement Policy

GraphX Direct will make every effort to install/remove the requested sign **THREE BUSINESS DAYS** after receipt of your request. Major holidays excluded.

The **deadline for receipt is 5:00 PM.** A request received on Friday will be installed/removed by the end of the day on Tuesday. Saturday and Sunday are not considered business days.

You must use email to request your installation/removal/repair of signs to prevent miscommunication.

Commercial placement request **must include an overhead map** with your requested sign location clearly marked.

Vacant Lots or Land **must be marked in advance** by Broker to ensure prompt and accurate placement.

Installation includes driving **TWO** 8-ft. high green u-channel posts approximately 24 inches into soil or loose gravel. **Posts are driven into asphalt only with written approval and subject to additional charge.**

We will service the install once for installation errors or unsatisfactory location of sign.
A $45.00 fee will be charged for additional trips, customer refusal of install, or invalid address/unable to find property.

We store your panels, when not in use, at no charge.

U-Channel posts remain property of GraphX Direct. **You will be charged for replacement if posts are not found at time of removal.**

Due to Right-of-Way easements, traffic sight lines, sidewalks, and buried utilities, there is a possibility the sign will not be installed in the anticipated location.

Installation Fee		Removal Fee	
Sign Panel, u-channel posts	$60.00*	Sign Panel, u-channel posts	$50.00
Install 8-inch high message rider	$55.00	Remove rider	included with above
Change-out message rider	$65.00	Straighten/Service Sign	$50.00
Install 2 signs in V formation	$110.00	Remove V formation	$110.00

Rental fee for u-channel posts placed outside Allen County Service Area: $55.00 per sign. (non-refundable)

*Installation and removal fees are for our standard Allen County Service Area.
See map on reverse side for add-on travel fees for Extended Service Areas.

Submit placement and removal requests to Scott@graphXdirect.com

Installation Hours: Mon-Thurs 8:00am to 5:00pm, Fri 8:00am to 4:00pm **Phone:** 260-478-8697

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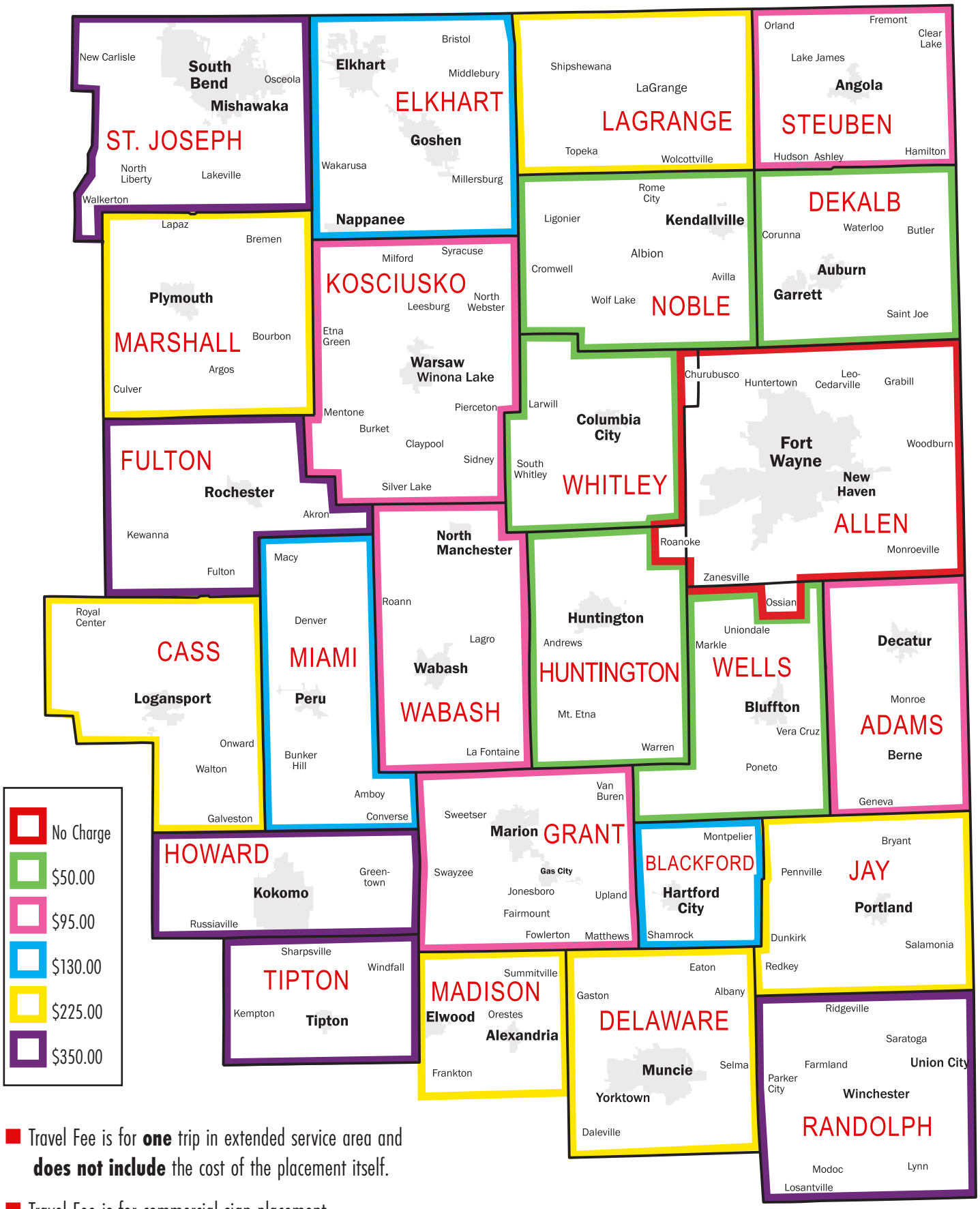
Extended Service Area Fees for Commercial Sign Placement



- Travel Fee is for **one** trip in extended service area and **does not include** the cost of the placement itself.
- Travel Fee is for commercial sign placement.
- Fee will be charged **at time of sign placement** and **again at time of sign removal**.
- Areas not on map will be quoted per job.

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