



GENESEE COUNTY
OFFICE OF EMERGENCY MANAGEMENT SERVICES

*7690 State Street Road
Batavia, New York 14020*

Phone: (585) 344-0078 Emergency 24-hour pager: (585) 343-3311 Fax: (585) 344-8535

Requests for use of Variable Message Sign by Local Emergency Service Agencies

The Recruitment & Retention Variable Message Sign (VMS) is available for use by local fire departments, Emergency Management Office and Public Health Department, Law Enforcement agencies and the County Highway Department.

- a. Requests for use must be made on the **Variable Message Sign Request Form** which can be found on the Ready Genesee, Emergency Management and Gen Fire Wire web sites, or picked up at the Emergency Management Office.
- b. Requests must be made at least two (2) weeks in advance of the scheduled event date and must include the message(s) to be programmed into the VMS.
- c. Special layout forms are included for your use in designing your message. Up to four (4) message sequences can be programmed into the VMS. Sequence #1 must display the **Get Fired Up!** recruitment and retention message. For local fire departments, sequence #2 should display a message about volunteering in your department. Message sequences #3 and #4 are available for your specific messages.
- d. VMS requests will be reviewed and approved based on the date of the request.
- e. The Emergency Management Office reserves the right to deny requests that don't comply with the provisions of the **Policies for use of Variable Message Sign by Local Emergency Service Agencies**.
- f. Due to programming constraints, it may be necessary to edit your requested message to best fit the VMS.

VMS REQUEST FORM

Department: _____

Date(s) Requested: From _____ To _____

VMS Location: _____

Event/Function: _____

Signature: _____

Approved: YES _____ NO _____ DATE _____ BY _____

**VMS MESSAGE MATRIX
R&R**

				G	E	T				
			F	I	R	E	D			
				U	P	!				

**SEQUENCE 1
MESSAGE 202**

**VMS MESSAGE MATRIX
R&R**

**SEQUENCE 2
MESSAGE _____**

**VMS MESSAGE MATRIX
R&R**

**SEQUENCE 3
MESSAGE _____**

**VMS MESSAGE MATRIX
R&R**

**SEQUENCE 4
MESSAGE _____**