



Mayor Mike James
(309) 830-7374
mayor@villageofdowns.org

Local Business Owners:

The Village of Downs is moving forward with an important community investment: a larger Village Hall that will better support Village operations, public meetings, community services, and future growth. To help make this project successful and cost-effective, we are seeking in-kind support from local businesses for items such as labor, materials, equipment, or professional services related to the interior and exterior buildout of the new facility.

Examples of needed services and materials include:

- Drywall services and/or materials
- Painting services and/or materials
- Plumbing
- HVAC
- Electrical wiring installation
- Lighting installation and/or materials
- Ethernet wiring installation
- Sound system setup for the Board Room
- Siding
- Roofing
- Concrete
- Parking lot, and drive

Your donation would directly reduce construction costs and help make this much-needed office and meeting space possible for our Village staff, residents, and community partners. In appreciation of your support, the Village would be pleased to recognize your contribution through the following opportunities:

- Feature your company name or logo in the Village newsletter, on the LED sign, and on the Village Facebook page with a public thank-you
- Display your name on a recognition plaque inside the new building alongside other businesses and individuals who helped make the project possible
- Offer advertising time on the Village LED sign

I would welcome the opportunity to discuss how you may be able to support this project through an in-kind donation. The Village can provide a tax-deductible receipt for the fair market value of eligible contributions. Please feel free to contact me directly at (309) 830-7374 or mayor@villageofdowns.org to discuss available opportunities. Thank you for your time, consideration, and continued support of the Village of Downs.

Sincerely,
Mayor Mike James
Village of Downs