

Centerville City Schools Transportation Department

Dear Parents,

The Centerville City Schools Transportation Department is dedicated to making safety our highest priority and providing the best means of transportation to and from school each day for the children of this community. We strive to go above and beyond the expectations of the community by continuously seeking ways to improve our services to you.

We have discovered an area that could use improvement for the overall safety of your children and our school bus drivers, while also improving the efficiency of our overall operation. Many of our bus drivers, particularly substitute drivers, are not as familiar with our regular routes, making many of our morning stops more difficult for substitute drivers as they navigate side streets and try to identify street addresses. Even mailboxes and houses with address numbers on them can be hard to find on poorly lit streets, mailboxes, houses and apartments. While often visible in daylight hours, they are very difficult to see at night, and some homes have missing or no numbers whatsoever.

In order to maintain the safest conditions for drivers and students, we need your help. We ask that if your house or mailbox has missing or no address numbers on it at all, that you consider adding or replacing them as needed. Most importantly, they need to be located so they are easily visible from the street at night. Several stores in the area sell reflective address sign supplies, or you can order an address sign from the Washington Township Fire Department. For your convenience, an address locator sign order form is included. These signs greatly assist police, fire and medical responders while attempting to locate your residence, and they will help our drivers as well! These signs are highly reflective and are easily mounted on a mailbox post, lamppost or on the house itself. The reflective green signs have reflective white numbers and can be mounted on mailbox posts or lampposts, while reflective signs are also available for houses with no mailbox.

If you would like to order an address sign, please read and fill out the attached order form and follow the mailing and payment instructions. The fire department will process your request and deliver it as quickly as possible. Please allow up to six weeks for processing and delivery.

Thank you again for your consideration.



We Can't Help You If We Can't Find You!

**EVERY SECOND COUNTS DURING A FIRE, POLICE, OR MEDICAL EMERGENCY.
Valuable time can be lost if your address is not clearly posted
where emergency responders can see it.**

To more quickly locate your home in an emergency, the Washington Township Fire Department is offering a 6" x 18" reflective sign that can clearly display your street address. These signs can be installed easily on a wood mailbox post and will allow your street address to be prominently displayed on *both* sides of the sign. These signs are for **Centerville and Washington Township residents only**. Call 433-3083 for additional order information.

It is suggested that signs be installed on mailbox post only. This will result in a uniform look throughout the community and will allow emergency personnel to better locate your address.

If you are installing your own sign, please make sure the bottom of the sign is at least one foot from the ground. This will provide for better visibility in the event of high grass, weeds, bushes, or snow. Vertical installation appears to be better for stability. Signs should be installed on the **BACK** of the mailbox post. This will make it more secure during snowplow operations and will guard it against drive-by vandalism.

Please cut along dotted line

✂ -----
Name: _____
Address: _____
Daytime Phone Number: _____
Number on sign(s): _____

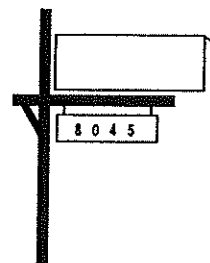
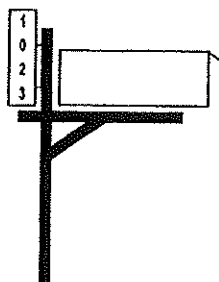
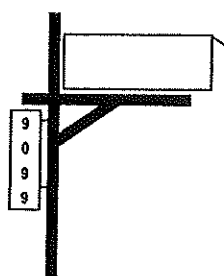
Make check payable to:
Washington Township Trustees
Mail to:
WTFD Address Signs
8320 McEwen Rd
Dayton OH 45458
Please allow 4-6 weeks for delivery.

_____ I will install my own sign and I will pick the sign up at Fire Headquarters (M-F, 8AM-4 PM; enclose check for \$10.00). We will call when sign is ready.

_____ I will install my own sign and please drop the sign off at my house. (Centerville/Washington Township residents ONLY -- enclose check for \$10.00)

_____ Please install sign for me. (Centerville/Washington Township residents ONLY -- enclose check for \$15.00)

PLEASE CIRCLE SIGN DESIGN (Make sure there is room for a 6-inch by 18-inch sign.)
Signs come with brackets already attached near the ends.



⇒ **Note:**

Signs installed by the Fire Department will be placed ONLY on mailbox post. We can NOT install on heavy metal posts.

_____ **Also Available:** Signs for residents without a mailbox. These signs are one-sided with black numbers on a white background. Installed by resident **ONLY**. (Enclose check for \$10.00.)