

SIGN STORAGE POLICY

Tri-Cities Post Services provides as part of our service to store, inventory and maintain real estate signs and certain riders in an effort to facilitate the installation and removal process to the benefit of the agent and the installer. Tri-Cities does not charge for this service as it mutually benefits all concerned.

Storage space for the signs is not infinite and we are limited in the boundaries available within our warehouse. As such, we periodically go through our inventory and look for signs that have not been used and or have invalid information on them. We will make every attempt to contact the agent owning the sign via phone and email to inquire about the need to continue to store that sign. If the number on the sign is invalid, we will attempt to email the client that we have on file for that sign. Signs that become invalid and or unused will be pulled from the inventory for action.

We will give the owner of the sign 7 days from date of contact, either phone and or email, to respond. If we have signs that have not been in use for more than 4 years and or have numbers and or emails/websites that are invalid they will be placed for agent contact.

Signs that are not acknowledged after 7 days from notification will be thrown away. If you have old out of date signs with Tri-Cities, please send us an email and let us know if you are going to need the signs delivered back to your office or if you would like us to dispose of them. We have sign disposal forms available for you to complete.

Thank you very much for helping us maintain your signs and riders.