



## Request for Flyer and Nonschool Printed Material Distribution Approval Form

This form is to be completed by the group/organization requesting approval for a flyer or other non-school printed materials to be posted on the District's website. Deadlines for each distribution can be found on the *Distribution Dates for Approved Flyers and Other Nonschool Printed Material* document on the Community Folder on the District's website.

### Flyer/Printed Material:

Check only one specified distribution period. A new submission must be made for each valid distribution period.

- |   |  |                                     |
|---|--|-------------------------------------|
| <input type="checkbox"/> July 2021      | <input type="checkbox"/> November 2021 | <input type="checkbox"/> March 2022 |
| <input type="checkbox"/> August 2021    | <input type="checkbox"/> December 2021 | <input type="checkbox"/> April 2022 |
| <input type="checkbox"/> September 2021 | <input type="checkbox"/> January 2022  | <input type="checkbox"/> May 2022   |
| <input type="checkbox"/> October 2021   | <input type="checkbox"/> February 2022 | <input type="checkbox"/> June 2022  |

Does the organization provide a benefit to youth and/or parents?

- Yes     No    If yes, identify the benefit to youth and/or parents:

\_\_\_\_\_  
Name of Flyer

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
Contact Person's Name

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Fax Number

Approval requested for distribution to the following schools:

- |  |  |
|--|--|
| <input type="checkbox"/> Elementary Schools only | <input type="checkbox"/> All schools: Elementary, Middle<br>and High Schools |
| <input type="checkbox"/> Middle Schools only     |  |
| <input type="checkbox"/> High Schools only       |  |

Specific schools: Please list ALL schools where flyers/printed materials are desired to be linked:

\_\_\_\_\_  
*I understand that if a flyer/printed material approved for posting contains false information or does not represent the intent of the program, approval of future flyers/printed materials by the requesting organization will be jeopardized.*

\_\_\_\_\_  
Contact person's signature

\_\_\_\_\_  
Date

-----**FOR OFFICE USE ONLY**-----

Date Received: \_\_\_\_\_

Received by: \_\_\_\_\_

Flyer Criteria: \_\_\_\_\_

Date posted on website: \_\_\_\_\_

- |   |   |
|---|---|
| <input type="checkbox"/> Flyer includes disclaimer statement    | Exempt status:  |
| <input type="checkbox"/> Flyer meets all other GPISD guidelines | <input type="checkbox"/> Accepted <input type="checkbox"/> Rejected |