



Request for Flyer Distribution Approval

Name of Person Requesting _____ Date of Request _____

Organization Name _____

Phone _____ Email _____

Is your organization non-profit? ☐ No ☐ Yes

Your organization's IRS issued 501 (c)(3) non-profit number: _____

Requested date for flyer distributions (Tuesdays): _____

Distribution requested for:

Schools:

- | | | | |
|---------------------------------------|--------------------------------------|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> All | <input type="checkbox"/> Bridgeport | <input type="checkbox"/> Cedar Creek | <input type="checkbox"/> Emblem |
| <input type="checkbox"/> Foster | <input type="checkbox"/> Helmers | <input type="checkbox"/> Highlands | <input type="checkbox"/> Mountainview |
| <input type="checkbox"/> North Park | <input type="checkbox"/> Plum Canyon | <input type="checkbox"/> Rio Vista | <input type="checkbox"/> Rosedell |
| <input type="checkbox"/> Skyblue Mesa | <input type="checkbox"/> Tesoro | <input type="checkbox"/> West Creek | |

Grades: ☐ All ☐ TK ☐ K ☐ 1st ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th ☐ 6th

☐ All Students ☐ Female ☐ Male

☐ Classified Staff ☐ Certificated Teachers

.....

Email proposed flyer in a PDF format (both English and Spanish) to Monica Broderick at mbroderick@saugusd.org along with this notice and your current IRS Non-Profit Letter. You will be contacted by email if your flyer is approved or needs revision. When approved, distribution instructions will be sent to you. All flyers will be uploaded electronically for distribution in the school newsletters. For sites requiring paper copies, you must deliver them to the school sites. If you have additional questions, please contact Monica Broderick at the above email or 661-294-5300.

**** Flyer Requests are for one-time distribution approval only ****