

Education Services

Edwin Clement, Assistant Superintendent

24930 Avenue Stanford, Santa Clarita, California 91355 Phone: 661-294-5300 / www.saugususd.org

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 distribut	ions (Tuesdays):		
Distribution requested for:			
Schools:	Bridgeport	Cedarcreek	Emblem
Foster	Helmers	Highlands	Mountainview
North Park	Plum Canyon	Rio Vista	Rosedell
Skyblue Mesa	Tesoro	West Creek	ing sters
Grades: All TK]K []1 st []2 nd	3^{rd} 4^{th}	5 th 6 th
All Students Female	Male		
Classified Staff	Certificated Te	eachers	

Email proposed flyer in a PDF format (both English and Spanish) to Monica Broderick at <u>mbroderick@saugususd.org</u> 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 **

BOARD OF TRUSTEES: Katherine Cooper · Patricia Garibay · Anna Griese · Christopher Trunkey · Matthew Watson 👘 SUPERINTENDENT: Colleen Hawkins, Ed.D.