



DISTRICT 89

DISTRICT OFFICE
906 Walton
Melrose Park, IL
60160-3540
P: 708.450.2460
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www.maywood89.org

APPLICATION FOR APPROVAL TO DISTRIBUTE MATERIALS TO DISTRICT 89 SCHOOLS

Send completed application to luisa.berardi@maywood89.org.

Please allow five (5) business days for applications to be processed.

School Board Policy 8:25 Advertising and Distributing Materials, states that community, educational, charitable, recreational, or similar groups may advertise events pertinent to students' interests or involvement. **All materials and literature must be pre-approved for posting or distribution, be student-oriented, and have the sponsoring organization's name prominently displayed.** Commercial companies and political candidates or organizations are prohibited from advertising in schools, on school grounds or on school/District websites.

Title of brochure or flyer: _____

Name: _____ Phone #: _____

Email: _____

Name of Organization: _____

Is this Organization NOT-FOR-PROFIT ? Yes No

The above organization is seeking authorization to distribute the attached materials to:

AUDIENCE

- All students (grades K-8)
- Elementary students (grades K-5)
- Middle school students (grades 6-8)
- Selected schools or grades (please list)
- Staff

DISTRIBUTION METHOD

- e-copy flyer only
- paper flyer only
- both paper flyer and e-copy

NOTE: Distributing organization is responsible for making copies of APPROVED flyers or brochure, bundling paper copies in packets of 25, and delivering to the District Office. Flyers approved for electronic distribution will be posted to the Digital Backpack page of the district and school websites.

Signature of Organization Representative

Date: _____

Approval Signature (D89 Authorized Representative)

Date: _____

The above signed hereby submits assurance that the represented organization shall not discriminate or deny equal access to any individual on the basis of sexual orientation or any protected status, including race, color, national origin, sex, religious belief, physical and mental handicap or disability, status as homeless, or actual or potential marital or parental status, including pregnancy, be denied equal access to programs, activities, services or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.