

SCHOOL DISTRICT OF NEW LONDON
REQUEST FOR PERMISSION TO DISTRIBUTE FLYERS

The distribution of published material by non-school organizations within the schools is prohibited without written permission of the District Administrator or his/her delegate. Published materials would include posters, circulars, advertisements, and similar items. Permission to distribute published material will be granted only to non-profit organizations. Such organizations must have a significant portion of their clientele residing within the School District of New London boundaries.

1. All flyers/posters must have written permission of the District Administrator or his/her designee for distribution, pick-up, or posting.
2. The party seeking permission must provide a copy of the item at the time of request.
3. If approved for distribution, the party must provide the appropriate number of copies (indicated below) bundled for each school.
4. Elementary schools will distribute flyers through their weekly take-home envelopes.

Name of Organization: _____

Representative's Name: _____

Phone Number: _____

We agree to the requirements listed above and request permission to:

1. ***Distribute flyers to students at: (check all that apply)**
 Parkview (360) Lincoln (300) Readfield (160) Sugar Bush (140)
 Intermediate—5th & 6th (350)
The District is unable to distribute flyers to the Middle (7th/8th) or High School students.
2. **Flyers set out for students to pick up: (check all that apply)**
 Parkview Lincoln Readfield Sugar Bush
 Intermediate/Middle School High School
3. **Post or hang a flyer/poster at: (check all that apply)**
 Parkview Lincoln Readfield Sugar Bush
 Intermediate/Middle School High School

Dated: _____

Representative Signature

Approved **Denied**

Dated: _____

Authorization