

Walla Walla Public Schools

FLYER APPROVAL FORM

Form: 4060

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TO: Representatives of community and area organizations
FROM: Susie Golden, Administrative Assistant to the Superintendent of Schools

It is our goal to assist as quickly as possible with your request for flyer approval. When immediate review is not possible, we will contact you as soon as your material has been approved or denied, normally within 24 hours. Please contact me at 509-526-6715 or sgolden@wwps.org should you have any questions. As a reference, Walla Walla Public Schools' Board Policy and Procedure 4060, Distribution of Materials to Students, is available on the district's website (www.wwps.org).

Please complete the following information:

1. Any nonprofit group wishing to distribute informational material must first submit a copy of the material and a completed flyer approval form.

Is your organization nonprofit? Yes No

2. Please describe the social, recreational or educational value your program provides to students:

3. All materials must contain the following statement:

English: Walla Walla School District does not sponsor or endorse this event/information and the district assumes no responsibility for it.

Spanish: El Distrito Escolar de Walla Walla no patrocina ni aprueba este evento / información y el Distrito no asume ninguna responsabilidad por él.

4. Please indicate the format of your materials:

Flyer (Flyers must be provided in both English and Spanish.)

Poster (Posters must be provided in English. Spanish is optional.)

5. Organization Name: _____

Contact Name: _____

Contact Phone Number: _____

E-Mail Address: _____

Revised: June 2019