



235 Sunset Avenue
Wenatchee, WA 98801
663-8161 Fax: 663-3082

Wenatchee School District No. 246

FLYER DISTRIBUTION APPROVAL FORM Community Activity Information

_____ (today's date)

_____ (organization name)

_____ (name of event)

_____ (date of event)

_____ (organization address)

_____ (phone)

_____ (print your name)

Status of Organization: Nonprofit ____ Private _____ City/ County or School _____
Status of Activity: Social ____ Recreational ____ Educational _____
For Staff Only: A direct benefit for staff Member _____ or a service opportunity _____

An organization granted approval to distribute materials is responsible for making sure the information available to parents and students will be in English and Spanish. Material approved for staff may be in English only. A copy of the approval form will be required at each building when providing the flyers. If the flyer is approved for students in classes the organization is responsible for providing a **bundle of 30 flyers for each classroom**. Further information about the districts policy and procedures regarding flyer distribution can be found on the Wenatchee School District web site under school board policy #4060.

The District Office will review materials on a two day turn around basis.

Your request has been: Approved Denied *

APPROVED METHOD (S) OF DISTRIBUTION:

Counter/ Bulletin Boards Staff room

Approved for students in classes K-5

Other _____

* Reason for denial: _____

Mike Franza, Administrator
of Student and Support Services

Date