JEFFERSON SCHOOL DISTRICT
FLYER DISTRIBUTION AUTHORIZATION FORM

Contact/Material Information	**Distribution Request**
Organization:	Jefferson School ☐
Event or Subject:	Monticello School ☐
Contact Name:	Tom Hawkins School ☐
Phone:	Anthony Traina School ☐
E-mail:	All Grades ☐
Non-profit Number:	Grades: K 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐
	Counter Display Only : Jefferson ☐ Hawkins ☐ Traina ☐ Monticello ☐

Your flyer will be considered for distribution in accordance with Board Policy and Administrative Regulation 1325. Please attach your flyer/material to this application and submit to the Jefferson School District Office or rsaia@sjcoe.net. Allow three business days for review of your flyer.

- The Superintendent or designee may approve the distribution to students of materials prepared by organizations which are school sponsored or school related. Materials approved for distribution shall further the district's intended purpose, directly benefit the students, support the basic educational mission of the district or be of intrinsic value to the students. Materials shall not promote any commercial, religious or political interest.

- An approved flyer may not be altered in any way.

- Jefferson School District will not print your flyers. The organization shall provide bundled flyers, as instructed below, along with a copy of the signed Flyer Distribution Authorization Form.

Please sign here to acknowledge acceptance of these terms: _____

Approval Information – *For District Use Only*	
Approved ☐	Denied ☐
Signature	Date
Comments:	