



Derry Township School District

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No. 913-AR-1

NONSCHOOL MATERIALS DISTRIBUTION/POSTING REQUEST FORM

THE REQUESTER MUST PROVIDE ALL INFORMATION REQUESTED, UNLESS OTHERWISE NOTED.

Name of Organization/Group/Individual Making Request: _____

Organization Type (i.e., nonprofit, business): _____

Name of Requester: _____ Contact Phone No.: _____

Contact Email Address: _____

Dates of intended Distribution/Posting of materials on District Website:

Start Date: _____ End Date: _____

Requested Date of Distribution of materials via the District's electronic messaging system:

Date: _____

Grades of students for whom Distribution/Posting of materials is intended: _____

**A PDF OF THE MATERIAL INTENDED FOR DISTRIBUTION/POSTING
MUST BE ATTACHED TO THIS FORM.**

The material intended for Distribution/Posting shall include the following disclaimer on the first page:

DISCLAIMER:

THE DERRY TOWNSHIP SCHOOL DISTRICT IS NOT RESPONSIBLE FOR, AND DOES NOT ENDORSE, ANY STATEMENT, SENTIMENT OR OPINION PUBLISHED OR EXPRESSED IN THIS DOCUMENT. THIS DOCUMENT IS NOT PART OF, AND HAS NOT BEEN DISTRIBUTED AS PART OF, THE DISTRICT'S CURRICULAR OR EXTRACURRICULAR PROGRAMS.

Requester signature: _____

Date submitted for approval: _____

THE DIRECTOR OF SCHOOL AND COMMUNITY INFORMATION
COMPLETES THE INFORMATION ON THE NEXT PAGE

Request: **Approved** **Denied**

Reason for Denial/Notes: _____

Director of School and Community Information Signature:

Date