

East Pennsboro Area School District  
890 Valley Street, Enola, Pa. 17025  
(717) 732-3601  
[www.epasd.org](http://www.epasd.org)

**Request for Distribution of Fliers**  
**2018-2019 School Year**  
*Effective July 1, 2018*

This form must accompany a copy of the flier in its final form to be considered for approval. General guidelines are printed on the reverse side of this form. The East Pennsboro Area School District requires two (2) weeks for review of the flier. If you have any questions, please contact the Superintendent's Office at the District Administration Center (717) 732-3601 x 302 or via e-mail, [gmlbrand@epasd.org](mailto:gmlbrand@epasd.org) with "FLIER REQUEST" in the subject line.

Name of Organization/Business \_\_\_\_\_  
Title of Flier \_\_\_\_\_  
Educational Purpose of Flier \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_  
E-mail \_\_\_\_\_

Schools Requested:

- All Schools  East Pennsboro Area High  
 East Pennsboro Elementary  Electronic Parent/Guardian Outreach  
 West Creek Hills Elementary Message  
 East Pennsboro Area Middle

Requested Date for Distribution: \_\_\_\_\_

**For middle school and high school fliers only:**

Announcement to be read over the public address system. (2-3 sentence maximum)

**Initials**\_\_\_\_\_ *It is specifically understood that approval of display of these materials is no way an endorsement of such services, activities, and/or products by the East Pennsboro Area School District*

**District Office Use Only**

Approved	Disapproved	Superintendent Signature: _____	Date: _____
Date Organization Contacted: _____		Date Principals notified: _____	