

# Sultan School District

## Application for *E-Flier* Distribution

Communications Department, E-Flier 514 4th Street Sultan, WA 98294  
Phone (360) 793-9800 Fax number (360) 793-9890

- ▶ E-mail or fax this application and proof of your nonprofit status (resubmit **only** if contact information changes)
- ▶ E-mail (no faxes please) your flier (preferably as a PDF) for approval to *cassie.plummer@sultan.k12.wa.us*

Organization Name on nonprofit documents: \_\_\_\_\_

Event Name (to be listed on the Web): \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Contact Person's E-mail Address: \_\_\_\_\_

Organization's Physical Address: \_\_\_\_\_

Organization's Mailing Address: \_\_\_\_\_

Organization's Phone Number: \_\_\_\_\_

Sultan School District works with community organizations to provide information to families about not-for-profit services for students by publishing approved community fliers on the district Web site.

*E-fliers* are considered for approval when:

- ▶ Programs and events are held in Snohomish County.
- ▶ Events are youth-related or related to youth education.
- ▶ Scholarships are prominently displayed and offered for students who cannot afford the services, and scholarship information is clearly explained on the *E-flier*.
- ▶ The sponsoring organization's name and contact information is clearly displayed on the *E-flier*.
- ▶ School names are included only as part of the location information for those events which are held in district schools.
- ▶ The following disclaimer is on all fliers.

*The Sultan School District has approved the offered material for appropriateness, but has neither reviewed nor approved the program, personnel, activities, or organizations announced in this flyer. Permission to distribute this flyer should not be considered a recommendation or endorsement of the program by the school district. In consideration of the privilege to distribute these materials, this School District shall be held harmless from any cause of action or claim filed arising out of the distribution of these materials including all costs, attorney's fees and judgments or awards.*

On behalf of the organization, I understand and agree to conform with the district's flier requirements and to send the required number of copies to the schools in my service area. Complete details at: [www.sultan.k12.wa.us](http://www.sultan.k12.wa.us)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*I will be sending the number of paper copies required to the schools listed below (check Web site for up-to-date required copies per school):*

Number of copies to be delivered to each school:

Sultan High School	10
Sky Valley Options High School	10
Sultan Middle School	10
Sultan Elementary School	25
Gold Bar Elementary School	25

For Staff Use Only: Received: \_\_\_\_\_

Approved: \_\_\_\_\_