

**Application Form
District-Wide Dissemination of Materials to
Lapeer Community Schools Students**

Return Dissemination Form to:
LCS Administration & Services Center
250 Second Street, Lapeer, MI 48446
Office: (810) 538-1638 Fax: (810) 667-2407



Materials must be submitted to the Administration Building a minimum of fourteen (14) days prior to the distribution request date. Applications accepted after first two weeks of school year and until two weeks prior to the end of the school year.

Current Date: _____

Organization sponsoring activity: _____

Address: _____ City _____ ZIP _____

Sponsoring organization is: Non-profit _____ For-Profit _____ School-Related _____

Name of person responsible for activity: _____

Contact phone#: _____ Fax# or e-mail: _____

What is the purpose of the flyer (copy must be attached): _____

Fee for activity: \$ _____ Where is the event taking place? _____

Where do you want to distribute the information?

ELEMENTARY BUILDINGS
(Package in groups of 35's)

Lynch (E5-5) 15 classrooms
Mayfield (E5-5) 14 classrooms
Murphy (K-5) 13 classrooms
Schickler (E5-5) 17 classrooms
Turrill (E5-5) 17 classrooms

SECONDARY BUILDINGS
(Not distributed to each student)

Lapeer High (10-12) 200 flyers
Zemmer (8-9) 100 flyers
Rolland-Warner (6-7) 100 flyers
CFI-West Campus 50 flyers

INFORMATION BELOW THIS LINE IS FOR OFFICE USE ONLY

APPROVED **NOT APPROVED** **Flyers** **Posters**

DISTRIBUTION OF MATERIALS AT DISCRETION OF BUILDING PRINCIPAL

- _____ Package in groups of 35 for each elementary classroom (# of classrooms listed above)
- _____ Buildings should be given enough materials for students to pick up/information can be placed in a visible location for student viewing
- _____ Each school should be given complete information for inclusion in announcements

BY: _____ DATE: _____