

**APPROVAL TO DISTRIBUTE/DISPLAY  
NONSCHOOL-SPONSORED PUBLICATION**

NAME: \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

IF STUDENT, HOME ROOM NUMBER: \_\_\_\_\_

DATE OF DISTRIBUTION/DISPLAY: \_\_\_\_\_

LOCATION WHERE MATERIAL WILL  
BE DISTRIBUTED/DISPLAYED: \_\_\_\_\_

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FOR OFFICE USE ONLY

Request Received: \_\_\_\_\_

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

Reason for Denial: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Building Principal/Designee

\_\_\_\_\_  
Date

If the person submitting the request is dissatisfied with the decision of the principal (or his/her designee), that person may submit a written request for appeal to the Superintendent of Schools.

First Reading:        March 3, 1999

Second Reading and Adoption:    May 5, 1999