



# WOODBIDGE TOWNSHIP SCHOOL DISTRICT

Office of the Superintendent of Schools

732-602-8549

732-750-3493 fax

[flyers@woodbridge.k12.nj.us](mailto:flyers@woodbridge.k12.nj.us)

## REQUEST FOR PERMISSION TO POST OR DISTRIBUTE FLYERS FOR STUDENTS WHO ATTEND THE PUBLIC SCHOOLS OF WOODBRIDGE TOWNSHIP

Today's Date	
Name of Organization	
Address of Organization	
Name of Person in Charge	
Email Address	
Telephone Number	
Is organization non-profit?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Purpose of Distribution	
Date(s) of Event	
Method of Distribution	<input type="checkbox"/> <i>District Website Only</i> <input type="checkbox"/> <i>Paper Distribution*</i>

### INSTRUCTIONS FOR ONLINE DISTRIBUTION:

Forward this completed form along with the flyer in an **electronic format only** (pdf, MSWord, MSeXcel, etc.) to:

[flyers@woodbridge.k12.nj.us](mailto:flyers@woodbridge.k12.nj.us)

NOTE: Scanned copies cannot be accepted.

### INSTRUCTIONS FOR PAPER DISTRIBUTION:

**\*The Woodbridge Township School District WILL NOT provide paper, reproduce, or deliver flyers to the schools. All flyers must be reproduced, bundled in packs of 30, and delivered to the individual schools by the distributing organization. All flyers will be posted on the district's website, a copy of the flyer should also be emailed in electronic format (pdf, MSWord, MSeXcel, etc.) along with a copy of this request to [flyers@woodbridge.k12.nj.us](mailto:flyers@woodbridge.k12.nj.us).**

Check schools to receive flyers (or list individual schools below)

All Elementary Schools

All Middle Schools

All High Schools

Schools/Grade Levels

**ALL APPROVED FLYERS WILL BE POSTED ON THE SCHOOL DISTRICT'S WEBSITE, LOCATED AT**

**[www.woodbridge.k12.nj.us](http://www.woodbridge.k12.nj.us) Click on **Flyer Bulletin Board**.**

FOR OFFICE USE ONLY:

APPROVED \_\_\_\_\_ NOT APPROVED \_\_\_\_\_

Superintendent of Schools

Date