



NEEDVILLE INDEPENDENT SCHOOL DISTRICT
P.O. BOX 412
Needville, Texas 77461
979-793-4308 Fax: 979-793-3823

Permission to Distribute Fliers – Student

Name of Organization: _____
Organization making request must supply documentation supporting a not-for-profit status

Purpose of Flyer: _____

Contact Person: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

Attach a copy of the flyer to this form and submit your request to Melinda Ojeda
by fax to 979-793-3823, by email to ojedam@needvilleisd.com or
in person at the Superintendent's Office located at 16227 Highway 36.

Duplication and delivery of fliers are the responsibility of the organization requesting permission to
distribute. The manner in which fliers are distributed is at the Campus Principals' discretion. Please
contact the Principal's Secretary prior to delivering fliers to the school.

**A copy of this approved form must be included with the bundled fliers
to each campus before fliers can be distributed.**

Please note:

- Fliers must be in bundles of 25. Check with the appropriate campus secretary as to how many bundles are needed.
- Fliers must be for an activity beneficial to students.
- The organization making this request **must** supply documentation of not-for-status.
- Fundraising fliers from organizations outside of NISD will not be approved.

Check the campus you wish to submit fliers for distribution.

<input type="checkbox"/> Needville Elementary School Grades PK-3	Anabel Mejia Escamilla, Secretary	979-793-4308, ext. 1706
<input type="checkbox"/> Needville Middle School Grades 4-6	Felisha Clack, Secretary	979-793-4308, ext. 1501
<input type="checkbox"/> Needville Junior High School Grades 7-8	Patti Jan, Secretary	979-793-4308, ext. 1401
<input type="checkbox"/> Needville High School Grades 9-12	Karen Landry, Secretary	979-793-4308, ext. 1302

Approved for Distribution: _____
Superintendent or Designee

Date: _____