



Lake Havasu Unified School District No. 1

2200 Havasupai Blvd., Lake Havasu City, AZ 86403

928-505-6915 Phone www.havasu.k12.az.us 928-505-6999 Fax

Request for District Approval

Organization/Business: _____ Date of Request: _____

Will fees and/or charges be involved? Yes No

Indicate Requests Below

For: Distribution in a designated area - flyers will be placed in an accessible location and an announcement will be made to students to pick up if interested

Posting – flyer will be hung in well trafficked area of school

To: Students** Grade Level(s) _____

Staff

Sites: Lake Havasu High School Round Table Program Thunderbolt Middle School

Havasupai Jamaica Nautilus Oro Grande Smoketree Starline

Describe activity or attach flyer. Include any advertisement(s) that will appear.

**LHUSD is committed to student learning. In order to accomplish this task, student learning time is precious. How will your request enhance student learning?

Solicitation of employees and/or students by any organization (profit or nonprofit) or charitable group must have approval in advance. The LHUSD shall strive to safeguard the students and their parents from money-raising plans of outside organizations, commercial enterprises, and individuals. This policy shall apply particularly to ticket sales and sales of articles or services except those directly sponsored by school authorities or school organizations. At no time, will flyers be handed out directly to students or their parents.

Once approval is given, it is the responsibility of your organization to contact the schools, show this approval form, and provide any materials to be distributed. At no time will any of the schools copy or make prints of any of your organizations materials that you wish to distribute. Please give the schools as much notice as possible before you would like your flyers to be announced or posted.

Contact Name: _____ Phone #: _____

Email: _____ Fax #: _____

PLEASE ALLOW 48 HOURS FOR APPROVAL/NON-APPROVAL

APPROVED* NOT APPROVED * Please note that the principal of each school has the final authority for approval.

Director of Educational Services Signature

Date

REV. 11/2014

Received: _____ Sites Notified: _____ Requestor Notified: _____