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Achieve . . .  
Succeed . . .  
Go Beyond!

# Independent School District No. 1

<http://www.lewistonschools.net>

3317 12<sup>th</sup> Street Lewiston, ID 83501-5394 208.748.3000 Fax 208.748.3059

## APPLICATION FOR SCHOOL DISTRIBUTION OF NON – SCHOOL INFORMATION

Please allow 5-7 working days for approval.

Email Application and Flyer/Poster to: [clearanceforms@lewistonschools.net](mailto:clearanceforms@lewistonschools.net)

***Distributions will not be allowed during the first or last two weeks of school.***

REQUEST DATE: \_\_\_\_\_

NAME OF ORGANIZATION: \_\_\_\_\_

PERSON REQUESTING CLEARANCE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

ORGANIZATION'S PRIMARY GOAL: \_\_\_\_\_

EXPECTED BENEFITS TO STUDENTS:

\_\_\_\_\_  
\_\_\_\_\_

REQUESTED DATE OF DISTRIBUTION: \_\_\_\_\_

LIST OF SCHOOLS & GRADE LEVELS OF STUDENTS TO RECEIVE INFORMATION:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

All flyers/posters must to come through the school district office for approval. A copy of the flyer/poster must be submitted with the application. If the event is not school district sponsored, you **must** include the clearance disclaimer below on the front of your flyer/poster. You will receive confirmation when the flyer/poster has been approved for distribution and the number of copies (in bundles) you will need to deliver to each school. The school district is not responsible for making copies of any flyers or posters for distribution.

### Clearance Disclaimer

"The Independent School District No. 1 does not sponsor this event and the district assumes no responsibility for the event. In consideration of the privilege to distribute materials, the Independent School District No.1 shall be held harmless from any cause of action filed in any court or administrative tribunal arising out of the distribution of these materials, including costs, attorney's fees, and judgments or awards."