



### Request to Post Electronic Flyers

Date:

Name of Organization:

Name/subject of flyer:

Contact name:

Contact email address:

Contact phone:

- a department within the District 25 Administrative building
- the Arlington Heights Memorial Library
- the Arlington Heights Park District
- the AH Police/Fire Department
- a District 214 High School
- a locally based non-profit organization (please complete verification below)

By checking this box, I certify that the above named organization is not-for-profit and holds current 501(c)(3) tax-exempt status with the IRS.

Tax-exempt #:

print name

signature

Please check the audience(s) for whom your flyer is relevant:

- Pre-Kindergarten
- 5<sup>th</sup> grade – 8<sup>th</sup> grade
- Whole Family
- Kindergarten – 5<sup>th</sup> grade
- Parents/Adults
- All

Date of Event:

Time frame for flyer to be posted: From:  To:

Flyers will be posted on the District Website at [www.sd25.org/eflyers](http://www.sd25.org/eflyers)

This form, along with verification of non-profit status, may be printed and mailed, emailed or faxed to: Arlington Heights School District 25, c/o Adam Harris  
1200 S Dunton Avenue  
Arlington Heights, IL 60005  
aharris@sd25.org