



ELGIN SCHOOL DISTRICT U-46

355 E. Chicago Street * Elgin, Illinois 60120 * (847) 888-5000 * FAX (847) 608-4173 * Onlinebackpack@U-46 .org

Backpack Request for Distribution/Posting Required Information

- Date:

- Contact Name (First and Last):

- Organization/Group Name:

- Organization/Group Address:

- Email Address:

- Phone Number / Fax Number:

- Flyer Title:
 - Make sure to attach a PDF copy of the flyer.
 - The text of the material must include a name and telephone number, e-mail address or website where inquiries may be directed should parents or students have questions.

- Date Range (posting dates – max 30 days): From _____ to _____

- Audience: List applicable grade level(s) and school(s)
e.g. All Schools, Only Elementary Schools, Only Middle Schools, Only High Schools, or specify if for a specific school/community and/or grade level.

Grade Level(s)

School Name(s)

- How are you looking to distribute flyer? Online Printed Both
 - Please note that the District, its school or staff are not required nor responsible for promoting, marketing, copying or distributing any flyers or its material other than posting on its Online Backpack webpage.