



Email form to: joyce.jablecki@hcps.org
Or mail to: Joyce Jablecki, Office of Grants,
Business and Community Partnerships
102 S. Hickory Avenue, Bel Air, MD 21014
Phone: 410-588-5263
Fax: 410-588-5370
www.hcps.org

Fliers/Materials Distribution Request Form for External Organizations

Date: _____

Name of Organization: _____

Contact Person: _____

Contact Phone: _____ Contact Fax #: _____

Contact E-mail: _____

Contact Address: _____

Site(s) requested to distribute materials:

All Elementary Schools All Middle Schools All High Schools

Other (Please specify below) _____

Distribution Date: _____

(Please note that the approval process takes up to ten (10) business days from HCPS receipt.)

Distribution Method: _____

Flier attached? Yes No

Use of School Facilities Requested? Yes No

If yes, provide copy of APPROVED Use of School Facilities Application Form to:

Harford County Public Schools
Office of Grants, Business and Community Partnerships
102 S. Hickory Avenue, Bel Air, MD 21014

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