



**SAN MARCOS**  
UNIFIED SCHOOL DISTRICT  
engaging students...inspiring futures

## Application for Signs and Banners On School Grounds for Non-Profit Organizations

Application Date \_\_\_\_\_

Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

Organization Website: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of School: \_\_\_\_\_

Location of sign/banner on school site: \_\_\_\_\_

Size of sign/banner: \_\_\_\_\_

Installation Date: \_\_\_\_\_ Removal Date: \_\_\_\_\_

All signs/banners must meet the following criteria:

Must be a non-profit, organization supporting youth through recreation. Please attach a brief description of your organization.

- Signs/banners must be professionally printed.
- Size (Not to exceed 3' x 6').
- Signs can only be up for 3 weeks MAXIMUM.
- The Applicant will be responsible for installing and removing signs/banners.
- Torn or ragged signs/banners will be removed and thrown away by SMUSD.
- Unauthorized signs/banners or signs/banners left too long on fence will be thrown away by SMUSD. Future applications may also be denied for non-compliance of the 3 week maximum.
- SMUSD accepts no responsibility for signs/banners.

ALL signs/banners must be pre-approved by the Executive Director, Maintenance & Operations Department.

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Myra Lopez, Executive Director  
Maintenance & Operations Department