



## Approved Fundraisers and Advertising

*Except as specifically provided for in Policy 3600 – Approved Fundraisers and Advertising; companies, organizations, and individuals (to include employees) with outside of the school/district interests may not use the schools or other district facilities for the posting or distribution of "advertising materials" to include electronic flyers, flyers, emails, advertisements, bulletins, newspapers, posters, signs, banners, coupons, or any other materials.*

**All non-governmental, nonprofit organization information, for profit advertisements, and business promotional materials**, to include employee businesses or financial interests, must be approved by and distributed through the Washington County School District Foundation and follow District policy 3600 – Approved Fundraisers and Advertising.

- The following disclaimer must be printed in at least a 10-point font size, and displayed clearly at the bottom of the flyer:  
**“These materials are neither sponsored nor endorsed by Washington County School District. Washington County School District Foundation has received direct financial benefit for distribution of this flyer.”**
- The decision to distribute any flyer or display any poster is solely at the discretion of the District and its representatives. All requests to distribute advertising flyers or promotional materials for non-governmental entities must be reviewed and approved by the Washington County School District Foundation. A flyer distribution fee will be charged.
- Flyer distribution fee payable to the WCSD Foundation:
  - \$100 per school; or
  - \$1,500 district-wide
  - \$500 employees
- If **physical flyers**, advertisers must email a copy of the advertisement to the Washington County School District Foundation office for approval BEFORE printing. **Email: [diane.tyler@washk12.org](mailto:diane.tyler@washk12.org)**
  - Approved flyers must be bundled in the following manner:
    - Divided into groups of 30 and packaged per school according to the official distribution list.
    - Each school bundle must be labeled with school name in the upper right corner.
  - School flyer bundles and payment must be delivered to: Washington County School District Foundation, 121 W. Tabernacle Street, St. George. Payments are also accepted electronically.
  - Physical flyers will be distributed to elementary students and placed in the office at secondary schools.
  - The final decision concerning flyer distribution and the manner in which flyers are distributed is at the principal's discretion.
- If **electronic flyers**, advertisers must email a copy of the advertisement to the Washington County School District Foundation office for approval. **Email: [diane.tyler@washk12.org](mailto:diane.tyler@washk12.org)**
  - Approved flyers will be distributed electronically to parents in the District.
  - Payment must be delivered to: Washington County School District Foundation, 121 W. Tabernacle Street, St. George. Payments are also accepted electronically.

***No flyers or advertisements will be approved for distribution during the first week of school or the last week of school.***