



# District 204 e-Folder

## Request to Distribute Information

All requests to post community information in District 204's e-Folder must have the written permission of the superintendent or his/her designee. The district reserves the right to reject submissions that do not fit within our guidelines. Suitability and approval are subject to the discretion of District 204. Please be advised that we are very selective in allowing items to be distributed through our communication systems.

Only complete applications will be accepted.

If your flyer qualifies for inclusion in 204-eFolder, it will be posted *approximately* 10 business days after it is received. New e-Folders are posted weekly when school is in session.

- 1) Email this signed permission form to [204-efolder@ipsd.org](mailto:204-efolder@ipsd.org)
- 2) Email a pdf of your flyer to [204-efolder@ipsd.org](mailto:204-efolder@ipsd.org). Only PDF files will be accepted.
- 3) Email your proof of not-for-profit status to [204-efolder@ipsd.org](mailto:204-efolder@ipsd.org)

Name of organization Galaxy Soccer Club

Flyer name Galaxy TOPSoccer

Representative's name (print) Patti Balsan

Phone number 630-548-4300 Email galaxysc@sbcglobal.net

Targeted grade level(s) K-12

Representative's signature Patti Balsan Date 10/5/2021

District 204 authorization \_\_\_\_\_ Date \_\_\_\_\_