

SAN DIEGO UNIFIED SCHOOL DISTRICT

REQUEST FOR APPROVAL TO DISPLAY COMMERCIAL MATERIALS ON SCHOOL PROPERTY

I. SCHOOL: \_\_\_\_\_ DATE: \_\_\_\_\_

II. VENDOR/SPONSOR: A. Name \_\_\_\_\_
B. Address \_\_\_\_\_
C. Telephone number \_\_\_\_\_

III. DISPLAY OF COMMERCIAL MATERIALS REQUESTED:
A. General description \_\_\_\_\_
B. Purpose of display \_\_\_\_\_
C. Duration of display \_\_\_\_\_
D. Consideration received by district for display (money, supplies, materials, equipment, structures, etc.) \_\_\_\_\_

IV. IMPLEMENTATION:
A. Will Maintenance/Operations labor be employed? \_\_\_ Yes \_\_\_ No
If yes, describe intended use of district employees: \_\_\_\_\_
B. Will contractors be used for installation? \_\_\_ Yes \_\_\_ No
C. Will vendor/sponsor pay any related costs? \_\_\_ Yes \_\_\_ No
(Labor, contract, materials, contract administration, fees, permits, etc.)

V. OPERATION AFTER COMPLETION OF PROJECT
A. Will there be continuing operating or maintenance costs? \_\_\_ Yes \_\_\_ No
If yes, describe activities that would result in continuing costs \_\_\_\_\_
B. How will additional continuing costs be funded? \_\_\_\_\_

VI. ACCEPTANCE REQUESTED BY: \_\_\_\_\_
(Signature of principal/site administrator)

Business Operations Division

Cost components: Total project cost estimate (estimate sheet attached) \_\_\_\_\_
Continuing costs for operations and maintenance \_\_\_\_\_

Recommend \_\_\_ Approval \_\_\_ Disapproval

Comments: \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_
Proc.9350/4-2005

