

Form

COURTESY EBLAST REQUEST FORM

This Courtesy Eblast Request Form is to be used for non-profit organizations requesting flyers to be distributed electronically through the Milltown School District's electronic emailing notification system.

Name of organization: _____

Address: _____

City: _____

Contact Person: _____

Phone: _____

Email: _____

PLEASE NOTE:

- Information to be eblasted must contain a contact name and number.
- If using our facilities please contact the appropriate school for scheduling and availability.

Subscription Fee: A yearly July through June \$5.00 fee will apply and is limited 5 documents per subscription. Additional subscriptions can be purchased at the \$5.00 fee. Fee is non-negotiable and will not be pro-rated.

Eblasts will be sent weekly on Friday. Due to parents/guardians receiving all district information via eblast we do not send reminder flyers/information.

Send completed request form and payment to:

Milltown Public Schools
Superintendent's Office
21 West Church Street
Milltown, NJ 08850

Checks payable to: Milltown Board of Education

Adopted: March 25, 2014

Revised: March 15, 2018