

# ISD #138 ADVERTISING APPLICATION 2020-2021

## Return Form to

North Branch Area Community Education  
38705 Grand Avenue - North Branch, Minnesota 55056

Telephone: 651-674-1023 FAX: 651-674-1027

E-mail: [commed@northbranch.k12.mn.us](mailto:commed@northbranch.k12.mn.us)

Advertiser's Name \_\_\_\_\_

Yes No This is a 501(c)3, Youth Activity Advertisement Identification Number \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Person \_\_\_\_\_

Day (\_\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_\_) \_\_\_\_\_

Email Address \_\_\_\_\_

### Display Ad, Stadium Banners, Coupon for Brochures or Publications (check all that apply)

Community Ed Brochure \_\_\_\_\_ Early Childhood Brochure \_\_\_\_\_ District Calendar \_\_\_\_\_

Athletic Program \_\_\_\_\_ Stadium Banner: \_\_\_\_\_ Baseball or \_\_\_\_\_ Softball Fall Musical \_\_\_\_\_

#### School Publication

\_\_\_\_\_ Student Handbook: \_\_\_\_\_ Sunrise River School \_\_\_\_\_ Middle School \_\_\_\_\_ High School  
\_\_\_\_\_ Alternative Learning Programs

\_\_\_\_\_ Yearbook: \_\_\_\_\_ Sunrise River School \_\_\_\_\_ Middle School \_\_\_\_\_ High School  
\_\_\_\_\_ Alternative Learning Programs

\_\_\_\_\_ Concert Program: \_\_\_\_\_ Sunrise River School \_\_\_\_\_ Middle School \_\_\_\_\_ High School  
\_\_\_\_\_ Alternative Learning Programs

\_\_\_\_\_ Bulletin Board in all Staff Lounges \_\_\_\_\_ Other

### Distribution of Flyers and Materials (check all that apply)

Flyers and materials must be submitted for approval at least five days in advance of desired distribution time.

\_\_\_\_\_ Sunrise River School \_\_\_\_\_ Middle School \_\_\_\_\_ High School \_\_\_\_\_ Alternative Learning Programs  
\_\_\_\_\_ District Office \_\_\_\_\_ Early Childhood Center Date sending home to students \_\_\_\_\_.

### On-site Promotions at Events (check all that apply and circle dates on back)

Fee covers up to five sites for same activity or five dates for same activity when reserving at time of application.

Open House: \_\_\_\_\_ Sunrise River School \_\_\_\_\_ Middle School \_\_\_\_\_ High School \_\_\_\_\_ Alternative Learning Programs  
\_\_\_\_\_ North Branch Area Education Center

Conference: \_\_\_\_\_ Sunrise River School \_\_\_\_\_ Middle School \_\_\_\_\_ High School \_\_\_\_\_ Alternative Learning Programs  
\_\_\_\_\_ North Branch Area Education Center

Concert: \_\_\_\_\_ Sunrise River School \_\_\_\_\_ Middle School \_\_\_\_\_ High School \_\_\_\_\_ Alternative Learning Programs

Event: Name \_\_\_\_\_

\_\_\_\_\_ Sunrise River School \_\_\_\_\_ Middle School \_\_\_\_\_ High School \_\_\_\_\_ Alternative Learning Programs  
\_\_\_\_\_ North Branch Area Education Center

### Website and Links (list specific school and department)

Website: \_\_\_\_\_ District \_\_\_\_\_ School \_\_\_\_\_ Department

Link: \_\_\_\_\_ District \_\_\_\_\_ School \_\_\_\_\_ Department

### Final Step

***I have read the NBAPS Advertising Policy, Guidelines and Fees.***

Signature needed: \_\_\_\_\_

On-site Promotions have you attached the required ST19 form to this application?

On-site Promotions if selling food have you attached the required food handler's license?

Revised 7/31/2018

# NORTH BRANCH ISD #138 REGULAR SCHOOL YEAR CALENDAR FOR 2019-2020

**Circle all dates that apply to this facility use request.**

**Legend**

First Day of School September 3, 2019 and Last Day of School June 8, 2020.  
 Schools Closed or not available = Blacked Out                      No School = X  
 K – 4 Conference – Sunrise School Not Available = \\  
 5 – 8 Conference – Middle School Not Available = //  
 9-12 Conference-High School Not Available = \

July 2020							August 2020							September 2020						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	30	31					1			1	2	3	4	5
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	<del>25</del>	26
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	28	30			
October 2020							November 2020							December 2020						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
4	5	6	7	<del>8</del>	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
11	12	<del>13</del>	14	<del>15</del>	<del>16</del>	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
18	<del>19</del>	<del>20</del>	21	<del>22</del>	23	24	22	23	24	25	26	27	28	20	21	22	<del>23</del>	24	25	26
25	26	27	28	29	30	31	29	30						27	<del>28</del>	<del>29</del>	<del>30</del>	31		
January 2021							February 2021							March 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
31					1	2		1	2	3	4	5	6		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	<del>9</del>	10	<del>11</del>	<del>12</del>	13	7	8	9	10	11	<del>12</del>	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	<del>15</del>	<del>16</del>	<del>17</del>	<del>18</del>	<del>19</del>	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27
24	25	26	27	28	<del>29</del>	30	28							28	29	30	31			
April 2021							May 2021							June 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	30	31					1			1	2	3	4	5
4	<del>5</del>	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
18	19	20	21	<del>22</del>	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30			

**OFFICE USE ONLY:**

Application Approved \_\_\_\_\_

Application Denied \_\_\_\_\_ Denied by \_\_\_\_\_

Rationale \_\_\_\_\_

Payment \$ \_\_\_\_\_ Date Received \_\_\_\_\_ Receipt Number \_\_\_\_\_

Journal Entry Submitted \_\_\_\_\_ Code \_\_\_\_\_