

**CALVERT COUNTY PUBLIC SCHOOLS**  
**ADVERTISING/OUTDOOR SIGN APPLICATION FOR NON-CCPS GROUPS/ORGANIZATIONS**

**Applicant Information**

<b>Name:</b>	
<b>Date:</b>	
<b>Group Affiliation:</b>	

**Request**

- Permanent Outdoor Sign/Advertising** – Signs held up by posts or any other fixed support (i.e. billboards, scoreboards, marquees, etc.)
  - Semi-Permanent Outdoor Sign/Advertising** – Advertisements which are easily removed such as banners, painted advertisements on structures such as trailers and buildings, notices on school marquees, etc.
  - Other** – Any other form of advertising/outdoor sign (please describe in space below).
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- Description of Request** – Please explain the purpose for this request in the space below. Include details of any services or donations provided to the school or system that should be considered. Attach additional pages if necessary.

**Details of Request**

How will the sign be displayed? (ex: 4x4 posts, attached to a fence, etc.)

\_\_\_\_\_

Size of Sign \_\_\_\_\_ Material Used \_\_\_\_\_

Content – Attach a picture or drawing of proposed sign.

Requested location for placement on school property \_\_\_\_\_  
(Please review CCPS policies 1048 and 1050 for information on restricted areas. Attach a drawing or picture to indicate desired location. CCPS will make the final determination as to the location of the sign.)

Request length of time for sign to be posted (not to exceed 30 days)

Start Date \_\_\_\_\_ End Date \_\_\_\_\_

Please attach any other information that would be of assistance in reviewing this application.

\* The CCPS Advertising/Sign Committee will meet to review this request. No posting of any outdoor sign or advertisement is permitted prior to a decision of this committee.

Committee Consideration: Date Received \_\_\_\_\_ Committee Meeting Date \_\_\_\_\_ Decision \_\_\_\_\_  
Director of School Facilities Consideration (for post or stake installation): Date Received \_\_\_\_\_ Decision \_\_\_\_\_  
Approved Outdoor Sign Location (if applicable): \_\_\_\_\_