

## Request for Permit (Permission) to Contact Principals

**Permit requests will be processed within five business days. Please check [here](#) to see if your permit has been approved.**

Date of application: \_\_\_\_\_

Organization/Person: \_\_\_\_\_

Representative: \_\_\_\_\_

**Permit processing will**

**end May 10, 2024**

### **Purpose for request, please check one:**

Distribution of information (ex. flyers) – Must offer benefit to Calcasieu Parish School Board students. Please list benefits to Calcasieu Parish School Board students:

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Provide a service/conduct business (ex. food truck, photography) with school system on school property.

(Must provide Certificate of Insurance to Risk Management **prior to approval**)

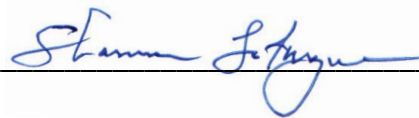
- Evidence of at least \$1 million in general liability insurance
- Certificate holder: Calcasieu Parish School Board
- CPSB shall be named as an Additional Insured
- Food vendor – Proof of current Louisiana Sanitarian Services Permit

### **Please provide contact information below:**

Cell number: \_\_\_\_\_ Email: \_\_\_\_\_

Please be advised that permission to contact principals in no way implies any obligation on the part of the school or school principal. **The decision to participate in this program, service, or offering lies solely with the principal.**

Please fax a copy of the flyer you want to distribute to (337) 217-4051 or email to [peggy.carlile@cpsb.org](mailto:peggy.carlile@cpsb.org). Permits will not be issued until a flyer has been received. The permit expires at the end of the current school year.



Shannon LaFargue, PhD, Superintendent