

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 13, 2022

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:

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. Permits will not be issued until a flyer has been received. The permit expires at the end of the current school year.



Karl Bruchhaus, Superintendent