

Flyer Request Form

SU # _____

Person Submitting Request: _____

Schools/other location this flyer will be distributed to: _____

Step 1

Submit your request to Council Staff through email to:
customer care@girlscouts-ssc.org
Please allow at least one month for processing and printing

Step 2

Flyer Information

Day of the week: _____

Date: _____

Time: _____

Location Name: _____

Address: _____

Contact/Phone number of person to be listed on the flyer:

Step 3

Flyer details

Number of flyers needed: _____

Date flyers need by: _____

Step 4

Delivery

I will pick flyers up from Council office on (date): _____

Please mail/ship:

Name: _____

Address: _____

Contact number: _____

Step 5

Additional Information

Any other information or wording you would like included on the flyer:

Office Use:

Date flyer request received: _____

Date flyers were picked up/mailed: _____