



## Sugar Mill Elementary Marquee Announcement Request Form

Student's Name \_\_\_\_\_ Birthday \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Cost \$20.00 (cash only)

Announcements run for 1 week.

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Circle desired option:

### Option 1

*Happy # Birthday*  
*Student's Name*

### Option 2

*Happy Birthday*  
*Student's Name*

Completed ***announcement request form*** AND ***payment*** should be turned into the SME front office. Two days notice is required for posting birthdays.

For Office Use Only:

Date Received \_\_\_\_\_ Amount \_\_\_\_\_

Money Received by: \_\_\_\_\_