

(Date)

Mr. James Rodems  
Ass't. Superintendent for Management Services  
Baldwinsville Central School District  
29 E. Oneida Street  
Baldwinsville, NY 13027

***Re: Distribution of Flyers***

Dear Mr. Rodems:

(Organization) hereby requests approval to distribute the attached flyer to schools in the Baldwinsville Central School District.

In the event there is any claim by a student or his/her family who read the announcement advertising the program, the (Organization) agrees to indemnify, defend and hold harmless the Baldwinsville Central School District and all its employees and volunteers from any and all losses, damages, claims, expenses (including, without limitations, attorneys fees and costs) and liability of any kind and description which arise out of or are connected in any way with the distribution of the announcement and the participation of any individual in the program.

I may be reached at (phone #).

Sincerely,

Name  
Title