

Flyer Request Form

Before you fill out this form, remember...

Requested by:
Name _____
Address _____
City, State, Zip _____
Phone _____
Email _____

- 1) Flyers will be done for sanctioned event only. (Some exceptions will be made for charity fundraisers okayed by Region Director)
- 2) Flyers must be requested at least 2 weeks before you want the flyer, NOT 2 weeks before the event. (The sooner the better!)
- 3) Flyers should be sent out 60 days before the event, or listed in the "Upcoming ABATE Events" section of at least 2 magazines, to be effective.
- 4) Remember to include who the copies are to be sent to. The state office cannot do mailings to your members but can provide labels.
- 5) If received early enough, this information will be included in the magazine "Upcoming ABATE Events" section and quarterly event guide.
- 6) Only 50 copies can be sent for county events and 100 copies for region events.
- 7) **Flyer requests can also be submitted through an online form** at www.abateonline.org/officers/FlyerRequest.html

Event (Type of event): _____

Who is putting it on? (County and/or Region): _____

Date: _____

Time: _____

Location (Include starting & stopping for Runs): _____

Directions or maps: _____

Price (member & non-member?): _____

What is included in the price?: _____

Food?: _____

Prizes?: _____

Entertainment?: _____

Events and/or Activities?: _____

Camping?: _____

Minimum Age?: _____

Vendor information?: _____

Membership required?: _____

For more information contact (Day & night phone): _____

Any ideas you have on how you would like it to look (including artwork):

Miscellaneous information:

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Use for copies only