

Request for a Letter of Introduction to visit Mobile County Public Schools or to solicit business from a school

Name of person requesting permission:	
Address:	
Email: Phone:	
Organization (if applicable):	
Address:	
Which of these best describes the purpose of your proposed visit? Offering a free program or service for the school(s) Selling a program or product to a school Hosting a school fundraising program Military or college recruiter Business wishing to sell a product or service to employees and/or students Offering a promotion to school system employees or students Dropping off promotional materials Requesting to speak to students on the topic of Sharing fliers or other materials promoting an out-of-school activity or event Recruiting students for an organization Other: Other:	
Please tell us about your organization (if applicable).	

What school(s) are you requesting to visit?
Please summarize in more detail the purpose of your visit, including who you want to visit with.
When are you requesting to visit the schools, and how long should the visit(s) take?
If you charge for your service, how much do you charge?
List all of the individuals from your organization who would be participating in the visit.
Have the individuals listed had a background check conducted by the Alabama Department of Education or another organization? Yes No

If yes, please attach copy of same.
Have the volunteers listed had a background check conducted by the Background Investigations Bureau, L.L.C.? YesNo
If yes, please attach copy of same.
Is there anything in the background of any of the individuals listed above that the school system should be made aware of?
By signing your name here, you are certifying that none of the persons that you are requesting permission to visit our schools has a criminal background other than minor traffic offenses.
Signature of Requestor
Is there any additional information you would like to provide to Mobile County Public Schools? You may attach information.